



TOWN BOARD TOWN OF AMENIA

4988 Route 22, AMENIA, NY 12501
845-373-8860 www.ameniany.gov

TOWN BOARD MEETING THURSDAY, JUNE 6, 2024 TOWN HALL – 1ST FLOOR 7 PM

Salute Flag

Emergency Exits

Roll Call

Public Comment (3 mins per speaker)

Presentation Budgeting Series - Part 1 Presentation: Assessed Property Values

Supervisor Report

Town Clerk Report (including Gym Floor RFP & Water Engineer RFQ openings)

Other Board and Committee Reports

Discussion:

Amenia Summer Camp expenses

Resolutions:

Approving agreement with North East Community Center for Social Services and Farmer's Market

Approving proposal with Crawford Engineering for engineering services on Beekman Park Septic

Approving proposal with AKRF Planners for consulting services on Local Law Text - Cannabis

Authorizing publication of Highway Garage Engineering Request for Proposals

Approving Parks & Recreation Commission's Master Plan for Amenia Green

Accepting \$15,000 transfer from Cell Tower Fund for Amenia Green D&C Documents

Accepting a donation from AWCO for Amenia Green Design & Construction Documents

Awarding contract for the preparation of Amenia Green Design & Construction Documents

Approving grant application to NYS Department of Parks for Amenia Town Green project

Approving Seasonal Employees Amenia Recreation Commission's Summer Camp

Other Matters

Town Board Comments

Adjourn



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
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RESOLUTION No. of 2024

**RE: AUTHORIZING EXECUTION OF SERVICE AGREEMENT WITH THE
NORTHEAST COMMUNITY COUNCIL, INC. D/B/A NORTH EAST
COMMUNITY CENTER**

WHEREAS, The Northeast Community Council, Inc. d/b/a North East Community Center (“NECC”) is a not-for-profit corporation organized pursuant to the laws of the State of New York; and

WHEREAS, NECC provides a wide-range of programs and services to the rural communities in Northeast Dutchess County including providing transportation services, food access, community services and family, teen and youth programs; and

WHEREAS, the Town of Amenia acknowledges the long-standing work of the NECC; and

WHEREAS, the Town of Amenia wishes to engage in a Service Agreement with NECC to expand the NECC’s services to the Town of Amenia; and

WHEREAS, NECC is willing to expand its services to the Town of Amenia upon the terms and conditions as set forth in the Service Agreement, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.

2. The Town Board of the Town of Amenia hereby acknowledges that they have read the terms and conditions set forth in the aforementioned Service Agreement and hereby accepts the terms, conditions and obligations as set forth in said Agreement, a copy of which is affixed hereto.

3. The Town Board of the Town of Amenia hereby authorizes and directs the Supervisor to execute the Service Agreement by and on behalf of the Town of Amenia in substantially the same form as annexed hereto, provided that any further revisions do not substantially modify the

Town's rights or obligations, or if they do, that such modifications be subject to final review and approval of the Attorney to the Town.

4. The Town Supervisor is hereby directed to provide a copy of the Service Agreement, signed by all parties, to the Town Clerk who shall maintain the same in her files.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
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RESOLUTION No. of 2024

**RE: APPROVING PROPOSAL FOR ENGINEERING SERVICES FROM
CRAWFORD & ASSOCIATES ENGINEERING AND LAND SURVEYING, PC
TO CONDUCT AN INVESTIGATION OF THE BEEKMAN PARK SEPTIC
SYSTEM**

WHEREAS, the Town of Amenia is seeking to retain professional engineering services to conduct an investigation of the Beekman Park Septic System; and

WHEREAS, the Town of Amenia requested quotes from four different engineering firms and only one proposal was received from Crawford & Associates Engineering and Land Surveying, PC dated April 14, 2024 for professional engineering services to conduct an investigation of the Beekman Park Septic System; and

WHEREAS, the Town Board of the Town of Amenia would like to retain the services of Crawford & Associates Engineering and Land Surveying, PC to conduct an investigation of the Beekman Park Septic System; and

WHEREAS, this is a Type II action under the State Environmental Quality Review Act (“SEQRA”) and therefore not subject to review under SEQRA; and

WHEREAS, the professional engineering services to be provided by Crawford & Associates Engineering and Land Surveying, PC to the Town constitute professional services which are exempt from the bidding requirements under General Municipal Law §103 and the Town of Amenia’s Procurement Policy.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.
3. The Town Board of the Town of Amenia determines that the professional engineering services to be provided by Crawford & Associates Engineering and Land Surveying, PC constitute professional services which are exempt from the bidding requirements under General Municipal Law §103 and the Town of Amenia’s Procurement Policy.

4. The Town Board of the Town of Amenia hereby approves the proposal from Crawford & Associates Engineering and Land Surveying, PC, in the amount of \$5,000, in accordance with the proposal dated April 17, 2024, for professional engineering services to conduct an investigation of the Beekman Park Septic System, a copy of which is annexed hereto.

5. The Town Board of the Town of Amenia hereby authorizes the Town Supervisor to execute the annexed proposal from Crawford & Associates Engineering and Land Surveying, PC to conduct an investigation of the Beekman Park Septic System.

6. The Town Board of the Town of Amenia hereby authorizes the payment for said engineering services to be paid from _____ Budget Line No. _____.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

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RESOLUTION No. of 2024

**RE: APPROVING PROPOSAL FOR PLANNING CONSULTING SERVICES
IN CONNECTION WITH THE PREPARATION OF ZONING TEXT
AMENDMENTS**

WHEREAS, the Town of Amenia is seeking to retain professional planning consulting services for the preparation of a zoning text amendment to regulate cannabis sales within the Town of Amenia; and

WHEREAS, the Town of Amenia received a proposal from AKRF Environmental, Planning and Engineering Consultants dated April 24, 2024 for professional planning consulting services for the preparation of a zoning text amendment to regulate cannabis sales within the Town of Amenia; and

WHEREAS, the Town Board of the Town of Amenia would like to retain the services of AKRF Environmental, Planning and Engineering Consultants for the preparation of a zoning text amendment to regulate cannabis sales within the Town of Amenia; and

WHEREAS, this is a Type II action under the State Environmental Quality Review Act (“SEQRA”) and therefore not subject to review under SEQRA; and

WHEREAS, the professional planning consulting services to be provided by AKRF Environmental, Planning and Engineering Consultants to the Town constitute professional services which are exempt from the bidding requirements under General Municipal Law §103 and the Town of Amenia’s Procurement Policy.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.

2. The Town Board of the Town of Amenia has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.

3. The Town Board determines that the professional planning consulting services to be provided by AKRF Environmental, Planning and Engineering Consultants to the Town constitute professional services which are exempt from the bidding requirements under General Municipal Law §103 and the Town of Amenia’s Procurement Policy.

4. The Town Board hereby approves the proposal from AKRF Environmental, Planning and Engineering Consultants in the amount of \$12,500, in accordance with the proposal dated April 24, 2024, for professional planning consulting services for the preparation of a zoning text amendment to regulate cannabis sales within the Town of Amenia, a copy of which is annexed hereto.

5. The Town Board hereby authorizes the Town Supervisor to execute the proposal in substantially the same form as annexed hereto, after the approval of the Attorney to the Town, reserving the right to make amendments as necessary.

6. The Town Board hereby authorizes the payment for said planning consulting services from _____ Budget Line No. _____.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

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RESOLUTION No. of 2024

RE: AUTHORIZING REQUEST FOR PROPOSALS FOR ARCHITECTURAL / ENGINEERING SERVICES FOR A NEW HIGHWAY GARAGE & SALT STORAGE FACILITY FOR THE TOWN OF AMENIA

WHEREAS, the Town of Amenia is seeking to retain a qualified architectural / engineering organization capable of providing comprehensive design and engineering services for the construction of a new Highway Garage and Salt Storage Facility for the Town of Amenia; and

WHEREAS, this is a Type II action under the State Environmental Quality Review Act (“SEQRA”) and therefore not subject to review under SEQRA; and

WHEREAS, the Town of Amenia has caused the preparation of a “*Request for Proposals for Architectural / Engineering Services for a New Highway Garage & Salt Storage Facility for the Town of Amenia*”, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED, that:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.
3. The Town Board of the Town of Amenia hereby authorizes the formal solicitation for Request for Proposals for Architectural / Engineering Services for a New Highway Garage & Salt Storage Facility for the Town of Amenia from qualified architectural / engineering organization capable of providing comprehensive design and engineering services for the construction of a new Highway Garage and Salt Storage Facility for the Town of Amenia, as more particularly set forth for in the “*Request for Proposals for Architectural / Engineering Services for a New Highway Garage & Salt Storage Facility for the Town of Amenia*”.

4. The Request for Proposals shall be submitted for publication in the official newspaper of the Town by June 10, 2024, and posted to the Town's website.

5. All proposals shall be submitted in accordance with the aforementioned Request for Proposals identified above, and such proposals must be submitted in writing to Dawn Marie Klingner, Town Clerk, no later than 2:00 P.M., July 25, 2024.

6. Upon receipt of the proposals, the Town Board shall review same and shall award the contract for the aforementioned services in accordance with the Town's Procurement Policy and in accordance with General Municipal Law §103, except, however, the Town Board expressly reserves the right to reject any and all proposals in accordance with applicable law.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

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RESOLUTION No. of 2024

RE: APPROVING PARKS AND RECREATION MASTER PLAN FOR THE AMENIA TOWN GREEN PROJECT

WHEREAS, the Town Board of the Town of Amenia, on behalf of the Town of Amenia Recreation Commission, by Resolution No. 73 of 2022, awarded a contract to Didona Associate – Landscape Architects, LLC (“Dala”), to complete a master plan in support of various site improvements for Amenia Town Green and Wassaic Park (“Master Plan”); and

WHEREAS, Dala has completed the Master Plan and has submitted it to the Town of Amenia for approval and acceptance; and

WHEREAS, the Town Board of the Town of Amenia is desirous of approving and accepting the Master Plan, a copy of which is annexed hereto; and

WHEREAS, the acceptance of the Master Plan is a Type II action under the State Environmental Quality Review Act (“SEQRA”) and therefore not subject to review under SEQRA.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.
3. The Town Board of the Town of Amenia hereby approves and accepts the Parks and Recreation Master Plan prepared by Didona Associate – Landscape Architects, LLC (“Dala”), a copy of which is annexed hereto.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

- Supervisor Blackman _____
- Councilman Rebillard _____
- Councilwoman Hamm _____
- Councilman Winters _____
- Councilwoman Ahearn _____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA TOWN BOARD

4988 Route 22, AMENIA, NY 12501
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Resolution No. of 2024

**RE: TRANSFERRING \$15,000 FROM CELL TOWER REVENUE TO
PARTIALLY FUND THE AMENIA TOWN GREEN DESIGN AND
CONSTRUCTION PLAN DOCUMENTS**

WHEREAS, the Town of Amenia (“Town”) owns real property located at 12 Washington Court designated as Section 7167, Block 00, Lot 410168, in the Town of Amenia, New York (the “Premises”); and

WHEREAS, on or about October 17, 2002, the Town entered into a Master Management Agreement with J&S Enterprises, Inc., whereby J&S was engaged to arrange for the development, construction and management of a municipal Cell Tower and manage the ongoing operations; and

WHEREAS, on or about March 13, 2003, the Town and Dutchess County Cellular Telephone Co., Inc., d/b/a Cellular One, a subsidiary of American Cellular Corporation and a predecessor in interest to New Cingular Wireless, PCS (“New Cingular Wireless”), entered into a Tower and Land Space Agreement, whereby New Cingular Wireless leased a portion of the Cellular Tower and the land owned by the Town located at 12 Washington Court, for the purpose of transmitting wireless signals and maintaining an equipment shelter; and

WHEREAS, on or about October 28, 2004, the Town and Verizon Wireless of the East LP (“Verizon Wireless”) entered into a Tower and Land Space Agreement, whereby Verizon Wireless leased a portion of the Cellular Tower and land owned by the Town located at 12 Washington Court, for the purpose of transmitting wireless signals and maintaining an equipment shelter; and

WHEREAS, pursuant to Resolution No. 4 of 2011, \$1,200 of the monthly revenue from the Verizon Wireless and New Cingular Wireless leases has been deposited into #1532 Parks and Recreation bank account residing in the General Fund; and

WHEREAS, it is the Town’s intentions to use \$15,000 toward the expense of an architect to draw up design and construction plans for the Amenia Town Green Project in conjunction with a donation of \$75,000 Amenia-Wassaic Community Organization (“AWCO”) to fund the design and construction plan documents; and

WHEREAS, a budget modification is necessary to increase appropriation line 7110.4.01 Parks Contractual by \$15,000 with the funding coming from the General Fund appropriated fund balance; and

WHEREAS, a further budget modification will also be necessary upon receipt of the \$75,000 donation to increase appropriation line 7110.4.01 and increase to donation income revenue account 2705.01 Gifts and Donations.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia hereby authorizes the use of \$15,000 of funds from the #1532 Parks and Recreation bank account residing in the General Fund, as a partial payment towards the costs of architectural services for the Amenia Town Green Project design and construction documents.
3. The Town Board hereby authorizes the Supervisor to execute any and all documents to facilitate this Resolution.

Motioned By: _____

Seconded By: _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
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Resolution No. _____ of 2024

**RE: AUTHORIZING TOWN BOARD OF THE TOWN OF AMENIA TO
ACCEPT A DONATION FROM AMENIA-WASSAIC COMMUNITY
ORGANIZATION FOR THE AMENIA TOWN GREEN PROJECT**

WHEREAS, pursuant to Town Law § 64(8), the Town Board of the Town of Amenia (“Town”) *“may take a gift, bequest or devise and hold real and personal property absolutely or in trust for parks or gardens, or for the erection of statutes, monuments, buildings or structures for any public use, upon such terms or conditions as may be prescribed by the grantor or donor and accepted by said town, and provide for the proper administration of the same”*; and

WHEREAS, the Amenia-Wassaic Community Organization (“AWCO”) wishes to make a donation of \$75,000 to Town of Amenia for the preparation of design and construction documents for the Amenia Town Green Project, pursuant to their letter to the Town of Amenia Recreation Commission, a copy of which is annexed hereto; and

WHEREAS, the Town would like to accept from AWCO the donation of \$75,000 for the preparation of design and construction documents for the Amenia Town Green Project as set forth in their letter annexed hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia, on behalf of the Town of Amenia Recreation Commission and all the residents of the Town of Amenia, hereby gratefully accepts the donation of \$75,000 from AWCO for the preparation of design and construction documents

for the Amenia Town Green Project, pursuant to their letter to the Town of Amenia Recreation, a copy of which is annexed hereto.

3. The \$75,000 donation will be accepted and deposited in accordance with the provisions set forth in Resolution No. ____ of 2024.

Motioned By: _____

Seconded By: _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
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RESOLUTION No. of 2024

**RE: AWARDING CONTRACT FOR THE PREPARATION OF DESIGN AND
CONSTRUCTION DOCUMENTS BASED ON THE PARKS AND RECREATION
MASTER PLAN FOR THE AMENIA TOWN GREEN PROJECT**

WHEREAS, the Town Board of the Town of Amenia, on behalf of the Town of Amenia Recreation Commission, by Resolution No. 73 of 2022, awarded a contract to Didona Associate – Landscape Architects, LLC (“Dala”), to complete a master plan in support of various site improvements for Amenia Town Green and Wassaic Park (“Master Plan”); and

WHEREAS, Dala has completed the Master Plan and submitted it to the Town of Amenia for approval and acceptance; and

WHEREAS, the Town Board of the Town of Amenia is now seeking the services of a Landscape Architect to prepare construction documents for the Amenia Town Green Project; and

WHEREAS, Didona Associate – Landscape Architects, LLC (“Dala”) submitted a proposal dated July 19, 2023 to the Town for the preparation of construction documents, a copy of which is annexed hereto; and

WHEREAS, such services are considered to be professional services and therefore are not subject to the bidding requirements set forth in General Municipal Law § 103 or the Town of Amenia’s Procurement Policy.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia hereby awards the contract for the preparation of construction documents for the Amenia Town Green Project to Didona Associate – Landscape Architects, LLC (“Dala”) in the amount of \$89,500.00, in accordance with the proposal dated July 19, 2023, a copy of which is annexed hereto.
3. The Town Board of the Town of Amenia hereby authorizes and directs the payment for the preparation of the contract documents to be paid from _____
Budget Line No. _____.

4. The Town Board of the Town of Amenia hereby authorizes the Supervisor to execute a contract for such services, after review by the Attorney to the Town.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK



TOWN OF AMENIA
TOWN BOARD

4988 Route 22, AMENIA, NY 12501
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RESOLUTION No. of 2024

**RE: AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION FOR THE
AMENIA TOWN GREEN PROJECT**

WHEREAS, the Town Board of the Town of Amenia, on behalf of the Town of Amenia Recreation Commission, by Resolution No. 73 of 2022, awarded a contract to Didona Associate – Landscape Architects, LLC (“Dala”), to complete a master plan in support of various site improvements for Amenia Town Green and Wassaic Park (“Master Plan”); and

WHEREAS, the Master Plan has been submitted and approved by the Town Board by Resolution No. ___ of 2024; and

WHEREAS, in order to fund the Amenia Town Green Project in accordance with the Master Plan, the Town of Amenia Recreation Commission is seeking to submit a grant application to the Environmental Protection Fund Grant Program for Parks, Preservation and Heritage (EPF), which is a matching grant program for the acquisition, planning, development and improvement of parks, historic properties and heritage areas located within the physical boundaries of the State of New York; and

WHEREAS, the submission of a Grant Application is a Type II action under the State Environmental Quality Review Act (“SEQRA”) and therefore not subject to review under SEQRA.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein.
2. The Town Board of the Town of Amenia has determined that this is a Type II action under SEQRA and therefore, not subject to review under SEQRA.
3. The Town Board of the Town of Amenia hereby authorizes the submission of an application for a grant under the Environmental Protection Fund Grant Program for Parks, Preservation and Heritage (EPF) as well as any and all other documentation necessary for the grant application.
4. Any grant funds received will be deposited in _____ Budget Line No. _____ to be allocated in accordance with the terms of the Grant and this Resolution.

Motion made by _____

Seconded by _____

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	_____
Councilman Rebillard	_____
Councilwoman Hamm	_____
Councilman Winters	_____
Councilwoman Ahearn	_____

Dated: Amenia, New York
June 6, 2024

DAWN MARIE KLINGNER, TOWN CLERK