



**Dover Town Board
Town Board Regular Meeting
Wednesday, April 26, 2017
126 East Duncan Hill Road
Dover Plains, NY**

Supervisor Linda S. French
Deputy Supervisor Richard Yeno
Councilman Paul Palmer
Councilwoman Jane Meunier
Councilman Joshua Viertel
Town Clerk Kathryn Palmer-House

I. Call Meeting to Order / Pledge of Allegiance

II. Presentation

Presentation of Quilt from Dover Elementary School Junior History Club

III. Public Comments/Questions on Agenda Items

IV. Public Hearing

Public Hearing on Amendments to Town Code, Chapter 17 Ethics

Resolution: Adopt Local Law No. 1 of 2017, Amendment to Town Code Chapter 17, Ethics

V. Reports of Supervisor and Town Board Members

VI. Resolutions

- a. Authorize Payment of Abstract #4 of 2017
- b. Approve Town Clerk's Report for March 2017
- c. Authorize Budget Transfers, Amendments and Payment of Off-Abstract Purchase Orders
- d. Accept Town Supervisor's Monthly Financial Report for March 2017
- e. Accept Minutes of the Regular Town Board Meeting of March 29, 2017 and the Special Town Board Work Session Meeting of April 13, 2017
- f. Authorize Town Supervisor to Execute Renewal Agreement with Northeast Dutchess Transit
- g. Accept and Approve J. H. Ketcham Hose Co. 2016 Length of Service Award Program (LOSAP) Filing
- h. Award Town Hall Records Office and Storage Expansion Construction Bid
- i. Reissue RFPs for Town Hall Records Office and Storage Space Expansion HVAC and Electrical Services
- j. Authorize Financing of Town Hall Records Office and Storage Space Expansion

- k. Authorize Town Supervisor to Execute Shared ECMS Agreement for Automated FOIL Request Software Application
- l. Authorize Purchase and Financing of Highway Vehicle
- m. Authorize Purchase and Financing of Excavator for Highway Department
- n. Authorize Release of Town Board Escrow Balance
- o. Accept 2016 GASB 45 Actuarial Report
- p. Authorize Constable Trainer and Training for May 20, 2017
- q. Accept Resignation of Dog Control Officer
- r. Authorize Closure of Bank Account
- s. Adopt Jurisdictional Annex to DC Hazard Mitigation Plan
- t. Authorize Town Supervisor to Execute Fiscal Sponsorship Agreement for Town of Dover Lions Club
- u. Authorize Advertisement for Bids for Remediation Work at Highway Department
- v. Authorize Advertisement for Bids for Pole Barn for Highway Department
- w. Authorize Purchase of Playground Equipment

VII. Public Comments

VIII. Upcoming Meetings

Wednesday, May 31, 2017

Wednesday, June 28, 2017

Wednesday, July 26, 2017

IX. Adjournment

X. Executive Session



Town Board Memo

4/26/2017

Accept Minutes of the Regular Town Board Meeting of March 29, 2017 and the Special Town Board Work Session Meeting of April 13, 2017

ATTACHMENTS:

Description

- ☐ **draft March 29, 2017 TBR Mtg. Minutes**
- ☐ **draft April 13, 2017 TB Work Session Mtg. Minutes**



TOWN OF DOVER TOWN BOARD REGULAR MEETING WEDNESDAY, MARCH 29, 2017

The Town of Dover Town Board held a regular meeting at 6:30 pm on Wednesday, March 29, 2017 at the Dover Town Hall, 126 East Duncan Hill Road, Dover Plains, NY with the following members present:

Supervisor Linda S. French
Councilman Paul Palmer
Councilwoman Jane Meunier
Councilman Joshua Viertel

Absent: Deputy Supervisor Richard Yeno

CALL TO ORDER

Supervisor French called the meeting to order at 6:30 pm. Everyone stood for the Pledge of Allegiance to the flag.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments or questions on agenda items.

PUBLIC HEARING ON ADDITIONAL 2017 RECREATION PROGRAM FEES

RESOLUTION # 0482017 OPEN THE PUBLIC HEARING ON THE ADDITIONAL 2017 TOWN OF DOVER RECREATION PROGRAM FEES

A motion was made by Councilwoman Meunier, seconded by Councilman Palmer, to open the public hearing on 2017 additional Town of Dover Recreation program fees.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

There were no public comments.

RESOLUTION # 0492017 CLOSE THE PUBLIC HEARING ON 2017 ADDITIONAL TOWN OF DOVER RECREATION PROGRAM FEES

A motion was made by Councilman Viertel, seconded by Councilman Palmer, to close the public hearing on 2017 additional Town of Dover Recreation program fees.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

RESOLUTION # 0502017 ADOPT 2017 ADDITIONAL TOWN OF DOVER RECREATION PROGRAM FEES

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

WHEREAS, on March 29, 2017, a public hearing was held to seek any public comment on the proposed 2017 Fee Schedule for the Town of Dover.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby adopts the 2017 Additional Schedule as listed below; and

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION # 0502017
ADOPT 2017 ADDITIONAL TOWN OF DOVER RECREATION PROGRAM FEES
(continued)**

BE IT FURTHER RESOLVED that a full copy of the 2017 Town of Dover Fee Schedule shall be kept on file in the Town of Dover Town Clerk's Office and a copy be posted on the Town of Dover website.

Programs: Youth Basketball Clinic -

- \$65.00 per child (boys and girls 3rd grade and up)
- Program runs from June 26, 2017 – June 30, 2017 – 8:30 AM – 12:30 PM
- Location: Boyce Park Basketball Courts. (Rain: Dover High School)

Youth Volleyball Clinic –

- \$35.00 per child (3rd to 5th grades and 6th to 8th grades)
- Program runs from July 10, 2017 – July 14, 2017 – 9 - 11 AM
- 3rd – 5th grades and 6th – 8th grade
- Location: Dover High School Gymnasium

Adult Fitness Program: The Resistance: Personal Performance Training

- \$60.00 (eight-week program)
- Program runs from April 18, 2017 - June 8, 2017
- Location: Astor School Gym from 7 - 8 PM

Senior Trips:

- June 1, 2017 - Culinary Institute of America, Hyde Park - \$76.00 pp
- July 13, 2017 – Silver Birches (Hawley, PA) - \$42.00 per person.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

PRESENTATION

NEW YORK- NEW JERSEY TRAIL CONFERENCE GRANT PROPOSAL AND TREATMENT OF INVASIVE SPECIES ON DUELL HOLLOW AND LEATHER HILL ROADS

Dr. Linda Rohleder, Coordinator of the Lower Hudson Partnership for Regional Invasive Species Management (PRISM) and Tom Lewis of Trillium Invasive Species Management presented information about a grant opportunity and a request to perform road-side herbicidal treatments of *Salvia Glutinosa* (aka sticky sage or Jupiter's distaff) on Duell Hollow and Leather Hill Roads in Wingdale. The plant was first noticed along the Appalachian Trail (AT) in 2009 and since that time has spread on to approximately 82 acres of land on Wingdale properties bordering the AT. Dr. Rohleder and Mr. Lewis asked the Town Board for a letter of support for the NY-NJ Trail Conference to apply for grant funds and for permission to perform herbicidal treatments this summer to combat this invasive species along two town roads in Wingdale. Town Board members agreed to provide a letter of support for the grant application and authorize the NY-NJ Trail Conference and Trillium Invasive Species Management to perform roadside treatments on Duell Hollow and Leather Hill Roads in Wingdale.

**RESOLUTION # 0512017
APPROVE AND ENDORSE NY-NJ TRAIL CONFERENCE GRANT APPLICATION**

The following Resolution was offered by Councilman Viertel, seconded by Councilwoman Meunier, to wit:

WHEREAS, the New York-New Jersey Trail Conference is applying to the New York State Department of Environmental Conservation for a project grant under the 2017 Invasive Species Rapid Response and Control program to be located in multiple properties in Wingdale, sites located within the territorial jurisdiction of the Town of Dover Town Board; and

WHEREAS, as a requirement of this program, said non-profit must obtain the "approval/endorsement" of the governing body of the municipality in which the project will be located.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION # 0512017
APPROVE AND ENDORSE NY-NJ TRAIL CONFERENCE GRANT APPLICATION
(continued)**

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby does approve and endorse the application of New York-New Jersey Trail Conference for a grant under the 2017 Invasive Species Rapid Response and Control program for a project known as a Lower Hudson Valley Rapid Response and Control Crew for 2018-2020 and located within this community.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION # 051a2017
GRANT PERMISSION TO THE NY-NJ TRAIL CONFERENCE AND TRILLIUM INVASIVE
SPECIES MANAGEMENT INC. TO PERFORM HERBICIDAL INVASIVE SPECIES
TREATMENTS ALONG ROADSIDES OF DUELL HOLLOW AND LEATHER HILL ROADS**

The following Resolution was offered by Councilman Viertel, seconded by Councilwoman Meunier, to wit:

BE IT RESOLVED, the Town Board of the Town of Dover hereby grants permission to the NY- NJ Trail Conference and Trillium Invasive Species Management, Inc. to perform roadside invasive species treatments along Duell Hollow and Leather Hill Roads in the Town of Dover.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**PRESENTATION
HOUSATONIC VALLEY ASSOCIATION, INC. ON TOWN OF DOVER
CLIMATE SMART COMMUNITIES CERTIFICATION PROGRAM**

Ms. Carolyn Klocker, the New York Watershed Manager of the Housatonic Valley Association, Inc., congratulated the Town Board on the receipt of a NYS DEC Climate Smart Communities certification grant. She presented information along with a PowerPoint presentation that outlined HVA's assistance with completion of grant-related conservation studies and reports toward the Town's certification as a NYS DEC Climate Smart Community. Over a two-year period, HVA will collaborate with the Town's Climate Smart Dover Task Force and Conservation Advisory Council to conduct town-wide road-streaming crossing vulnerability assessment studies and a review of existing Town conservation-related policies and publications using the Climate Smart Resilience Planning Checklist. Additionally she mentioned that Hudsonia, Ltd. would also assist the Town with grant-related development of a town-wide natural resource inventory. Town Engineer Joe Berger offered to assist HVA and the Town with information and other assistance as needed. Town Board members thanked Ms. Klocker and proceeded with consideration of a resolution to authorize the Town Supervisor to execute the agreement with HVA for these studies and reports.

**RESOLUTION # 0522017
AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENT WITH
HOUSATONIC VALLEY ASSOCIATION, INC. FOR CLIMATE SMART COMMUNITIES
CERTIFICATION PROGRAM REPORTS**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Viertel, to wit:

WHEREAS, the Town of Dover received a NYS Department of Environmental Conservation Climate Smart Communities (CSC) grant in December 2016 to complete a series of reports and studies toward the completion of certification as a Climate Smart Community; and

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION # 0522017
AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENT WITH
HOUSATONIC VALLEY ASSOCIATION, INC. FOR CLIMATE SMART COMMUNITIES
CERTIFICATION PROGRAM REPORTS (continued)**

WHEREAS, the Town Board of the Town of Dover desires to engage Housatonic Valley Association, Inc. to help the Town prepare a town-wide road-stream crossings vulnerabilities assessment and review of town environmental and conservations-related policies, procedures and publications as deliverables of the grant project and for submission to the NYS DEC toward the achievement of CSC certification.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Dover hereby authorizes the Town Supervisor to execute an agreement with Housatonic Valley Association, Inc. for the completion of the above-mentioned reports and studies after the draft agreement is reviewed and approved for execution by town counsel; and

BE IT FURTHER RESOLVED, a copy of the agreement shall be kept on file in the Office of the Town Clerk.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**PRESENTATION
DOVER SOLAR, LLC FOR DISCUSSION OF SPECIAL PERMIT REVIEW**

John Reagan and Michael Sheridan, representatives of Dover Solar LLC, requested a follow-up presentation to ask the Town Board to serve as lead agency on the Dover Solar LLC Special Permit review. Attorney Jacobellis explained that land use development for a solar farm was not currently designated in the Town Code and required granting of a special permit by the Town Board. Mr. Reagan and Mr. Sheridan briefly recapped the project that was previously presented at the October 12, 2016 Town Board Meeting- a two-megawatt solar (panel) farm project located at the intersection of Cricket Hill Road and NYS Route 22 (previously named Cricket Hill Solar). The solar farm will generate electricity to be consumed locally by prospective customers that might include the Town of Dover, school district, small business and residential customers.

Town Board members received information regarding the height of solar panels, sight lines and prospective fencing and landscape plans. Town Board members agreed to consider a resolution of notice to serve as lead agency and circulate their intention to all interested and involved parties. Moreover, Town Board members agreed to consider resolutions to refer the applicant back to the Planning Board to continue site plan review and to set a performance escrow for Town Board-related (planning, engineer and legal) reviews at \$5,000. Town Board members thanked Mr. Reagan and Mr. Sheridan for their presentation and proceeded with consideration of the above-mentioned resolutions.

**RESOLUTION # 0532017
APPROVE SEQRA NOTICE OF INTENT TO SERVE AS LEAD AGENCY ON THE
DOVER SOLAR LLC SPECIAL PERMIT REVIEW**

The following Resolution was offered by Councilman Palmer, seconded by Councilwoman Meunier, to wit:

WHEREAS, Dover Solar, LLC has made an application for a special permit to construct an approximately 3,000 kw solar photo voltaic array system on a portion of a site located on Route 22 in the Town of Dover known by tax map parcel 7061-00-730320-0000; and

WHEREAS, the solar farm will operate as a Community Distributed Generation (CDG) facility as prescribed by the New York State Public Service Commission under the electric tariffs of New York State Electric & Gas (NYSEG); and

WHEREAS, as a CDG facility, the project will provide clean energy to the existing electric grid operated by NYSEG and offer local customers the opportunity to contract for this energy; and

WHEREAS, pursuant to the Notice annexed hereto, in accordance with the provisions of 6NYCRR Part 617, the Town Board of the Town of Dover intends to serve as Lead Agency for the SEQRA review of this Type 1 Action, and will circulate the Lead Agency Notice, to all Involved and Interested Agencies, whom shall be given 30 days from the making of the Lead Agency Notice to challenge the Town Board's Lead Agency designation. (*Notice of Intent referenced above appears at the end of these minutes).

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION # 0532017
APPROVE SEQRA NOTICE OF INTENT TO SERVE AS LEAD AGENCY ON THE
DOVER SOLAR LLC SPECIAL PERMIT REVIEW (continued)**

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #053a2017
REFER DOVER SOLAR, LLC APPLICATION BACK TO PLANNING BOARD
TO CONTINUE SITE PLAN REVIEW AND RECOMMEND BACK TO
THE TOWN BOARD FOR SITE PLAN APPROVAL**

The following Resolution was offered by Councilman Palmer, seconded by Councilwoman Meunier, to wit:

WHEREAS, the Dover Solar has made an application for a special permit to construct an approximately 3000 kw solar photo voltaic array system on a portion of a site located on Route 22 in the Town of Dover known by tax map parcel 7061-00-730320-000; and

WHEREAS, by a Town of Dover Town Board resolution adopted on March 29, 2017, the Town Board intends to serve as lead agency and will circulate lead agency notice to all Involved and Interested Agencies.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Dover hereby refers the Dover Solar, LLC application back to the Town of Dover Planning Board to continue site plan review and upon completion, recommend the application back to the Town Board for site plan approval.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #053b2017
SET THE PERFORMANCE ESCROW OF THE DOVER SOLAR, LLC APPLICATION
FOR TOWN BOARD REVIEWS BY TOWN PLANNER, ENGINEER AND LEGAL COUNSEL**

The following Resolution was offered by Councilman Palmer, seconded by Councilman Viertel, to wit:

WHEREAS, Dover Solar, LLC has made an application for a special permit to construct an approximately 3,000 kw solar photo voltaic array system on a portion of a site located on Route 22 in the Town of Dover known by tax map parcel 7061-00-730320-0000; and

WHEREAS, by a Town of Dover Town Board resolution adopted on March 29, 2017, the Town Board intends to serve as lead agency and will circulate lead agency notice to all Involved and Interested Agencies.

NOW, THEREFORE, BE IT RESOLVED, the Town of Dover Town Board hereby sets performance escrow in the amount of \$5,000 for Town Board-related application reviews by the Town Planner, Engineer and Legal Counsel.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

REPORTS OF THE TOWN SUPERVISOR AND TOWN BOARD

Councilman Palmer attended the Recreation Commission meeting, the Historical Society's dedication of the restored open hearth fireplace at the Tabor Wing House, the J. H. Ketcham Hose Company breakfast, the Board of Education meeting and the Town's St. Patrick's Day Highway Department luncheon.

Councilwoman Meunier attended Dutchess County Molinaro's State of the County address, the Board of Education meeting, the J. H. Ketcham breakfast and thanked the Town's Highway Department for snowplowing and road maintenance throughout the winter and especially during the recent nor'easter. She encouraged residents to participate in an upcoming road-side litter and trash clean up scheduled for Saturday, April 22nd. She announced dates of upcoming community events that included a color run at Boyce Park, a walk/run 5K sponsored by the Dover Plains Running Club at Upton Lake Christian School and a ASPCA Salute to Horse event to be held at the Lucky Orphans Horse Rescue in Dover Plains. Lastly, Councilwoman Meunier encouraged residents with Netflix to view the beginning of Episode 11 of the "Iron Fist" series that was filmed at Dover Stone Church.

Councilman Viertel announced the Dover School District's Earth Day event would take place on Friday, April 21st in the school cafeteria starting at 9:30 a.m. He commended the Town's Conservation Advisory Council's recent work on the Climate Smart Communities certification program. He reminded residents that a ban on burning enforced by local authorities and the NYS DEC was in effect until May 15th.

Supervisor French also thanked the Highway Department for road maintenance and town staff members, Chris Shay, John Shoureck and Steve Whitsel who provide assistance with snow clearing and removal from town facilities. She apologized for the delay in changing roadside banners as a result of the recent snowstorm. Dover Community Day meetings were underway with additional plans this year to include a (carnival) midway, parade (with floats or cars), Bingo and possible helicopter rides.

Supervisor French attended the Historical Society's fireplace dedication event, the Dutchess County Historian's local Listening Tour, a Boy Scout ceremony and the recent Climate Smart Dover Task Force meeting. At the Historical Society's event, Mrs. Fran Braley received a monetary gift for her service to the Daughters of the American Revolution that, in turn, she donated to the Society to purchase and install an American flag at the Tabor Wing House. Supervisor French reported on continued progress by the Comprehensive Plan Update Technical Advisory Committee in development of revisions to zoning to better promote town economic development. As a result of the Town's continued commitment to electronic records management and shared services, she announced the Town of Dover received a 2017 Laserfiche "Run Smarter" award.

Lastly, she provided brief updates on the progress of town land use projects including land clearing at Dollar General, Planning Board review of an application from World Olivet Assembly, Dover Greens' redevelopment of the former Harlem Valley Psychiatric Center and the status of demolition and weekly meetings at the future Cricket Valley Energy Center's site.

RESOLUTIONS

RESOLUTION #0542017

ACCEPT LETTER OF CREDIT FROM CRICKET VALLEY ENERGY CENTER

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

WHEREAS, the Town of Dover has been provided with an Irrevocable Letter of Credit, No. 708338031 from Credit Agricole Corporate Investment Bank on behalf of Cricket Valley Energy Center, LLC in favor of the Town of Dover; and

WHEREAS, the Irrevocable Letter of Credit is in the amount not to exceed \$489,000.00; and

WHEREAS, the Irrevocable Letter of Credit is dated March 27, 2017 and is effective immediately.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Dover hereby accepts the Irrevocable Letter of Credit in the amount of \$489,000.00 as a performance guarantee in connection with the Cricket Valley Energy Center, LLC project.

DISCUSSION: Town Engineer Berger reported that demolition was on schedule without incident. Tree clearing at the entrance was also underway as well as NYS DOT applications and preparations for a future turning lane from Route 22. He reported Chapter 65 (soil erosion and sediment control) applications for both the demolition/construction site and the staging location would be submitted shortly.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0542017
ACCEPT LETTER OF CREDIT FROM CRICKET VALLEY ENERGY CENTER (continued)**

Discussion: (continued) Mr. Scott Curry, Construction Project Manager for Cricket Valley Energy, then introduced himself and thanked the Town Board for their assistance. He reported that meetings had taken place with Metro North Railroad and that the water tower on the site would be taken down soon.

Town Board members received clarification the letter of credit, proposed as a resolution for the Town Board's consideration of acceptance at this meeting, was a performance guarantee in connection with the Cricket Valley Energy Center project. Following discussion, the Town Board proceeded with the vote to accept the letter of credit as a performance guarantee.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0552017
AUTHORIZE PAYMENT OF ABSTRACT # 3 OF 2017**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

BE IT RESOLVED, that the Town Board of the Town of Dover does hereby approve for payment all Purchase Orders as set forth in Abstract #3 of 2017, in the total amount of \$1,010,576.32 and authorizes the Town Supervisor to make all payments.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0562017
ACCEPT THE MINUTES OF THE REGULAR TOWN BOARD MEETING OF
FEBRUARY 22, 2017**

The following Resolution was offered by Councilman Palmer, seconded by Councilman Viertel, to wit:

BE IT RESOLVED, that the Town Board of the Town of Dover does hereby accept the minutes as offered from the Town Board Regular Meeting of February 22, 2017.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0572017
APPROVE TOWN CLERK'S MONTHLY REPORT TO THE TOWN BOARD FOR
FEBRUARY 2017**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

WHEREAS, the Town Board has reviewed the Town Clerk's monthly report to the Town Supervisor and Town Board showing the totals and the disbursements to all agencies and to the Supervisor for the month of February 2017.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0572017
APPROVE TOWN CLERK'S MONTHLY REPORT TO THE TOWN BOARD FOR
FEBRUARY 2017 (continued)**

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0582017
AUTHORIZE BUDGET TRANSFERS AND AMENDMENTS**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

BE IT RESOLVED, that the Town Board of the Town of Dover hereby authorizes the following budget transfers:

From Line A 1990.4.400 to Line A 1355.4.400 in the amount of \$2,296.84
From Line D 5110.4.400 to Line D 5142.4.400 in the amount of \$27,895.00.

BE IT FURTHER RESOLVED, the Town Board of the Town of Dover hereby amends:

the February 2017 purchase order abstract by voiding PO 17-00093 line 3 (later re-used), in the amount of \$150.00 and the total amount of the February 2017 purchase order abstract from \$271,886.41 to \$271,736.41.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0592017
APPROVE TOWN SUPERVISOR'S FINANCIAL REPORT FOR FEBRUARY 2017**

A Resolution was offered by Councilwoman Meunier, seconded by Councilman Viertel, to approve the Town Supervisor's Financial Report for the month of February 2017.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0602017
AWARD 2016 TOWN JUSTICE COURT ANNUAL FINANCIAL REPORTS**

The following Resolution was offered by Councilman Palmer, seconded by Councilwoman Meunier, to wit:

WHEREAS, the Town Justices of the Town of Dover Justice Court have submitted 2016 annual financial reports to the Town Board; and

WHEREAS, the Town Board of the Town of Dover has reviewed the 2016 Town of Dover Justice Court annual reports.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0602017
AWARD 2016 TOWN JUSTICE COURT ANNUAL FINANCIAL REPORTS (continued)**

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby accepts the 2016 Town of Dover Justice Courts annual reports; and

BE IT FURTHER RESOLVED that a copy of the annual reports shall be kept on file in the Office of the Town Clerk.

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0612017
SET PUBLIC HEARING FOR AMENDMENT OF TOWN CODE CHAPTER 17, ETHICS**

The following Resolution was offered by Councilman Palmer, seconded by Councilwoman Meunier, to wit:

WHEREAS, the Town Board of the Town of Dover desires to amend Chapter 17 of the Town of Dover, entitled "Ethics"; and

WHEREAS, a public hearing is required to seek input from the public regarding the establishment of the program.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Dover hereby schedules a public hearing for Wednesday, April 26, 2017 at 6:30 p.m. or as soon thereafter as public comment can be heard at Dover Town Hall, 126 East Duncan Hill Road, Dover Plains, New York; and

BE IT FURTHER RESOLVED, that the Town Clerk is authorized and directed to publish notice of said public hearing in the official newspaper of the Town of Dover.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0622017
PROCLAIM MAY 2017 AS MENTAL HEALTH AWARENESS MONTH**

The following Resolution was offered by Councilman Palmer, seconded by Councilman Viertel, to wit:

WHEREAS, mental health is essential to the well-being and the vitality of our families, businesses, and communities; and

WHEREAS, mental health conditions are real and prevalent in our nation with 1 out of 4 Americans and 1 out of 5 children affected by mental illness.

WHEREAS, more people die from suicide in the United States than from traffic accidents and an estimated 22 veterans die from suicide each day.

WHEREAS, stigma and fear of discrimination keep many who would benefit from mental health services from seeking help; and

WHEREAS, with effective treatment those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, education, compassion, and awareness about mental illness can change negative attitudes and behaviors toward people with mental illness.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0622017
PROCLAIM MAY 2017 AS MENTAL HEALTH AWARENESS MONTH (continued)**

WHEREAS, each business, school, government agency, law enforcement agency, healthcare provider, organization and citizen shares the responsibility to promote mental wellness and support prevention efforts.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Dover hereby proclaims the month of May 2017, as **MENTAL HEALTH AWARENESS MONTH**; and

BE IT FURTHER RESOLVED that the Town Board of Dover hereby authorizes National Alliance for Mental Health (NAMI) - Mid Hudson Chapter to hang ribbons and banners in the Town of Dover to commemorate National Mental Health Awareness Month.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0632017
ACCEPT THE 2016 ANNUAL REPORT OF THE TOWN OF DOVER CONSERVATION
ADVISORY COUNCIL**

The following Resolution was offered by Councilman Viertel, seconded by Councilwoman Meunier, to wit:

WHEREAS, the Town of Dover Conservation Advisory Council (CAC) has submitted its 2016 Annual Report to the Town of Dover Town Board; and

WHEREAS, Chapter 9 of the Town of Dover Town Code entitled "Conservation Advisory Council" states that upon the filing and approval of the CAC's annual report to the Dover Town Board, a copy of the report shall be forwarded to the State Commissioner of Environmental Conservation.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover approves the CAC's 2016 annual report and

BE IT FURTHER RESOLVED, directs the Town Clerk to maintain a permanent copy of the report for town records and forward a copy to the State Commissioner of Environmental Conservation.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0642017
AUTHORIZE SURPLUS OF 1999 4900 CHEVY 4 X 4 DUMP TRUCK
VIN #1GBJK34F5XF035840**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Viertel, to wit:

WHEREAS, the completion of the surplus of a Town Highway 1999 Chevy 4 X 4 Dump Truck advertised by public notice for surplus in August 2010 was postponed until the resolution of a litigation claim made against the Town; and

WHEREAS, the Town received notification of the resolution of the litigation claim in December 2016.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0642017
AUTHORIZE SURPLUS OF 1999 4900 CHEVY 4 X 4 DUMP TRUCK (continued)**

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Dover authorizes the Highway Superintendent to surplus the 1999 Chevy 4 x 4 Dump Truck VIN # 1GBJK34F5XF035840.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0652017
AUTHORIZE TOWN SUPERVISOR TO EXECUTE AGREEMENT WITH NOVUS
SOLUTIONS FOR MEETING VIDEO STREAMING SERVICES**

The following Resolution was offered by Councilman Palmer, seconded by Councilwoman Meunier, to wit:

WHEREAS, the Town Board of the Town of Dover approved an agreement with Novus Agenda Solutions in October 2016 for a 90-day trial of Novus Agenda Solution software for web-based development and posting of board meeting agendas and minutes; and

WHEREAS, the Town Board desires to add video streaming services to the package of Novus Agenda Solutions board meeting services provided to the Town of Dover.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Dover hereby authorizes the Town Supervisor to execute an agreement with Novus Agenda solutions to add video streaming services for 2017 televised board meetings in the amount not to exceed \$6,000.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0662017
AUTHORIZE TOWN SUPERVISOR TO EXECUTE LICENSE AGREEMENT FOR
SUNDIAL AT DOVER STONE CHURCH**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

WHEREAS, on September 28, 2016, the Town Board of the Town of Dover passed a resolution approving the placement of a sundial in the right of way at the Stone Church subject to the landowner's consent; and

WHEREAS, the Dutchess Land Conservancy has communicated with the landowner, Randallo, Inc., and received permission to install a sundial in the right of way at Stone Church.

NOW, THEREFORE, BE IT RESOLVED, that the Town Clerk of the Town of Dover hereby authorizes the Town Supervisor to execute a License Agreement with the Dutchess County Conservancy and Randallo, Inc. to permit the installation of a sundial by the Dutchess County Land Conservancy at the Dover Stone Church.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0672017
AUTHORIZE TOWN SUPERVISOR TO EXECUTE AGREEMENT WITH HOUSATONIC
VALLEY ASSOCIATION, INC. FOR TOWN OF DOVER NATURAL RESOURCE
INVENTORY**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

WHEREAS, the Town of Dover received a NYS Department of Environmental Conservation Climate Smart Communities (CSC) grant in December 2016 to complete a series of reports and studies toward the completion of certification as a Climate Smart Community; and

WHEREAS, the Town Board of the Town of Dover desires to engage Housatonic Valley Association, Inc. to help the Town prepare a town-wide road-stream crossings vulnerabilities assessment and review of town environmental and conservations-related policies, procedures and publications as deliverables of the grant project and for submission to the NYS DEC toward the achievement of CSC certification.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Dover hereby authorizes the Town Supervisor to execute an agreement with Housatonic Valley Association, Inc. for the completion of the above-mentioned reports and studies after the draft agreement is reviewed and approved for execution by town counsel; and

BE IT FURTHER RESOLVED, a copy of the agreement shall be kept on file in the Office of the Town Clerk.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0682017
AUTHORIZE 2017 J. H. KETCHAM CARNIVAL REQUESTS**

The following Resolution was offered by Councilman Palmer, seconded by Councilman Viertel, to wit:

WHEREAS, the J. H. Ketcham Hose Company will be conducting their annual carnival from July 19, 2017 through July 22, 2017 and

WHEREAS, the J. H. Ketchum Hose Company is requesting permission from the Town Board for the following items in connection with the operation of the carnival from July 19 through July 22, 2017:

- (1) Use of town streets;
- (2) Closing of town roads to traffic during the parade
- (3) Lifting of the open container law from School Street, Wing Avenue, North Nellie Hill and Route 22 to the firehouse;
- (4) Display of fireworks;
- (5) Limiting use of the Tabor Wing House to provide service to grounds; and
- (6) J. H. Ketcham Hose Co. be issued sole vending permit for the control of street vendors.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby grants the request of J. H. Ketcham Hose Company in connection with the 2017 Annual Carnival, as stated in this resolution; and

BE IT FURTHER RESOLVED that the J. H. Ketcham Hose Company is to be issued the sole vending permit for the control of street vendors during the 2017 Annual Carnival.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0692017
AUTHORIZE TOWN SUPERVISOR TO EXECUTE LENGTH OF SERVICE AWARD
PROGRAM (LOSAP) ADOPTION AGREEMENT**

The following Resolution was offered by Councilman Palmer, seconded by Councilwoman Meunier, to wit:

WHEREAS, in 2016, the Town of Dover established a Length of Service Awards Program (LOSAP) for the J. H. Ketcham Hose Company in the Town of Dover; and

WHEREAS, an Adoption Agreement for Defined Contribution for the LOSAP program needs to be adopted.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby authorizes the Town Supervisor to execute the Adoption Agreement for Defined Contribution Volunteer Firefighter Service Awards Program; and

BE IT FURTHER RESOLVED that a copy of the Adoption Agreement shall be kept on file in the Office of the Town Clerk.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0702017
ADOPT J. H. KETCHAM HOSE COMPANY LENGTH OF SERVICE AWARD PROGRAM
(LOSAP) POINTS SYSTEM**

The following Resolution was offered by Councilman Palmer, seconded by Councilwoman Meunier, to wit:

WHEREAS, in 2016 a length of service awards program (LOSAP) was approved by the voters in the Town of Dover for the J. H. Ketcham Hose Company; and

WHEREAS, the Town Board of the Town of Dover must adopt the LOSAP point system to be in compliance with the Articles 11-A of the General Municipal Law of the State of New York.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby adopts the LOSAP point system for J. H. Ketcham Hose Company as attached hereto; and

BE IT FURTHER RESOLVED that a copy of the adopted LOSAP point system shall be kept on file in the Office of the Town Clerk and a copy shall be provided to the J. H. Ketcham Hose Company

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0712017
APPOINT TOWN OF DOVER TRAILS COMMITTEE MEMBERS**

The following Resolution was offered by Councilman Viertel, seconded by Councilman Palmer, to wit:

WHEREAS, the Town Board of the Town of Dover had previously established a Town Committee to help build, maintain, protect and promote trails in the Town of Dover.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby establishes the Town of Dover Trails Committee; and

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0712017
APPOINT TOWN OF DOVER TRAILS COMMITTEE MEMBERS (continued)**

BE IT FURTHER RESOLVED, that the Town Board of the Town of Dover hereby appoints as volunteers Ryan Courtien, Stancy DuHamel, Linda French and Bernie McCormack to the Trail Committee as members; and

BE IT FURTHER RESOLVED, that the Trails Committee shall appoint a chairperson from the membership; and

BE IT FURTHER RESOLVED that the Trails Committee shall recruit other volunteers to help build, maintain, protect and promote trails at the Dover Stone Church, Boyce Park and other Town-owned properties in coordination with organizations such as the Dutchess Land Conservancy, the New York New Jersey Trail Conference, and the Harlem Valley Appalachian Trail Community.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

**RESOLUTION #0722017
ADOPT UPDATED TOWN OF DOVER PURCHASING POLICY AND
PROCEDURES MANUAL**

The following Resolution was offered by Councilwoman Meunier, seconded by Councilman Palmer, to wit:

WHEREAS, the Town of Dover has revised its Purchasing Policy and Procedures Manual for the Town of Dover; and

WHEREAS, the revised Purchasing Policy and Procedures Manual has been circulated and reviewed.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Dover hereby adopts the Town of Dover Purchasing Policy and Procedures Manual, as modified in March 2017; and

BE IT FURTHER RESOLVED that a copy of the revised Purchasing Policy and Procedures Manual shall be kept on file in the Office of the Town Clerk.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Palmer	Voting <u>Aye</u>
Councilman Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

PUBLIC COMMENTS/ QUESTIONS

There were no public comments.

UPCOMING MEETINGS

Wednesday, April 26, 2017
Wednesday, May 31, 2017
Wednesday June 28, 2017

(continued)

**TOWN OF DOVER TOWN BOARD REGULAR MEETING
WEDNESDAY, MARCH 29, 2017**

**RESOLUTION #0732017
ENTER EXECUTIVE SESSION AT 9:07 P.M. TO DISCUSS PERSONNEL AND
LITIGATION AND ADJOURN THE MEETING**

The Resolution to enter executive session to discuss personnel and litigation and adjourn the meeting at 9:07 p.m. was offered by Councilwoman Meunier, seconded by Councilman Viertel.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Supervisor French	Voting <u>Aye</u>
Deputy Supervisor Yeno	Voting <u>Absent</u>
Councilman Palmer	Voting <u>Aye</u>
Councilwoman Meunier	Voting <u>Aye</u>
Councilman Joshua Viertel	Voting <u>Aye</u>

The Resolution was thereupon adopted on March 29, 2017.

Respectfully submitted,

Katie Palmer-House
Dover Town Clerk

**Notice of Intent for Designation of Lead Agency* (continued from Resolution #0532017 above, to approve SEQRA Notice of Intent to serve as lead agency on the Dover Solar LLC special permit review)

**TOWN OF DOVER
TOWN BOARD
NOTICE OF INTENT FOR DESIGNATION OF LEAD AGENCY**

Please take notice that, according to the provisions of 6NYCRR Part 617, the Town of Dover Town Board has declared its intent to be lead agency for the purposes of review of and action on the project named below. If within 30 calendar days from the date of mailing this notification no involved agency submits a written objection to the Town of Dover Town Board, the Town of Dover Town Board shall act as lead agency and shall follow the provisions of NYCRR Part 617.7 governing determination of significance of the proposed action.

Contact Person/Address: Linda French, Supervisor
Town of Dover Town Board
126 East Duncan Hill Road
Dover Plains, New York 12522
(845) 832-6111

Name of Project: Dover Solar, LLC Special Permit Review

Location: Route 22, Dover Plains, NY 12522

Tax Map Parcel: 7061-00-730320-0000

SEQRA Status: Type I

Project Description: The Applicant is proposing to construct an approximately 3,000 kW solar photovoltaic array system on a portion of the site. The project will consist of ground-mounted, solar photovoltaic panels in either a fixed-tilt or single-axis tracking configuration. The construction of the system will involve driving posts approximately 4-6' into the ground every 12-16' and mounting panel racks to the posts. The solar farm will operate as a Community Distributed Generation (CDG) facility as prescribed by the New York State Public Service Commission under the electric tariffs of New York State Electric & Gas (NYSEG). As a CDG facility, the project will provide clean energy to the existing electric grid operated by NYSEG and offer local customers the opportunity to contract for this energy at or below current market rates.

Date of Action: March 29, 2017

Date of Mailing: March 30, 2017



TOWN OF DOVER
126 East Duncan Hill Road
Dover Plains, NY 12522
Tel (845) 832-6111 Ext. 112
www.townofdoverny.us

SUPERVISOR LINDA S. FRENCH
DEPUTY SUPERVISOR RICHARD YENO
COUNCILMAN PAUL PALMER
COUNCILWOMAN JANE MEUNIER
COUNCILMAN JOSHUA VIERTTEL
TOWN CLERK KATIE PALMER-HOUSE

**TOWN BOARD SPECIAL WORK SESSION MEETING TO DISCUSS THE
TOWN'S ADOPT-A-HIGHWAY AND COMMUNITY CLEAN EVENT**

APRIL 13, 2017

5:00 PM

TABOR WING HOUSE

Present: Supervisor Linda French
Deputy Supervisor Richard Yeno
Councilman Paul Palmer
Councilwoman Jane Meunier
Councilman Joshua Viertel

The Town of Dover Town Board Work Session Meeting began at 5 p.m. at the Tabor Wing House (3128 Route 22, Dover Plains, NY) and opened with the Pledge of Allegiance. The Town Clerk and one interested resident were also in attendance. Town Board members discussed preparations to celebrate Earth Day with arrangements for Adopt-A-Highway organizations and road-side litter clean up in their neighborhoods on the morning of Saturday, April 22, 2017.

The discussion resulted in the following collaboration of tasks to be performed by the Town Board:

- Supervisor French will obtain a list of Dover-based Adopt-A-Highway organizations from NYS DOT and contact all groups to inform them about the event. She will pick up safety gear at NYS DOT for Adopt-A-Highway organizations and advise organizations to meet at Dover Town Hall at 8:30 a.m. on Saturday, April 22nd.
- Deputy Supervisor Yeno will distribute litter/trash bags from 8:30 to 10 a.m. at Dover Town Hall to residents seeking to collect litter on their own roads. He will record the names and addresses of recipients and, after the event, give the list to the Highway Dept. for town trash bag pick-up.
- Councilwoman Meunier will review clean-up safety procedures with individuals and groups that assemble at Town Hall and obtain any necessary signatures and permissions from residents and groups.
- The Town will provide some bottled water for Adopt-A-Highway organizations to take for water breaks.
- Councilwoman Meunier will prepare and forward an information flyer about the event to the Town Clerk. The Town Clerk will arrange for posting to the Town's DTV, website, FB page and other community social media sites.
- Councilman Viertel will distribute copies of the information flyer to area businesses and post at public locations.
- Councilman Palmer will assist at Dover Town Hall as needed before participating in the Dover Trails Committee trail maintenance work event.

Highway Superintendent Graham agreed to collect trash bags after the event on town roads of residents who received town-issued litter/trash bags at Dover Town Hall.

A motion was made by Councilman Viertel, seconded by Councilwoman Meunier, to adjourn the meeting at 6:15 p.m. and adopted unanimously.

Respectfully submitted,

Katie Palmer-House
Town Clerk