

**MINUTES OF REGULAR TOWN BOARD MEETING  
HELD ON DECEMBER 14, 2016 AT 7:00 PM  
AT TOWN HALL, ONE OVEROCKER ROAD  
POUGHKEEPSIE, NEW YORK**

**PRESENT:** Deputy Supervisor Baisley  
Councilman Carlos  
Councilman Conte  
Councilman Cifone – Arrived at 7:04  
Councilman Lepore  
Councilwoman Shershin  
Town Attorney Nelson  
Town Clerk Salvatore

Jay Baisley read through the agenda items and motion was made to suspend the rules for public comment;

**ROLL CALL:** Ayes: Councilmen Carlos, Conte, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None **CARRIED: 5-0**

Seeing no one; motion was made to resume the rules.

**12:14-01 AUTHORIZE DEPUTY Poughkeepsie Day School – Stormwater  
SUPERVISOR TO SIGN Agreement/Accept Stormwater Easement**

**RESOLUTION**

**BE IT RESOLVED**, that the Town Board of the Town of Poughkeepsie does hereby accept the Stormwater Management Facility Inspection and Maintenance Agreement in regard to the Poughkeepsie Day School, Inc.; and

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Poughkeepsie does hereby authorize the Supervisor to sign the Stormwater Management Facility Inspection and Maintenance Agreement and any supporting recording documents in regard to the Poughkeepsie Day School, Inc., in substantially the form attached; and

**BE IT FURTHER RESOLVED**, that such acceptance and authorization by the Town Board of the Town of Poughkeepsie is subject to the approval of all final documents by the Town Attorney, Planning Board Attorney, Town Engineer and the Director of Municipal Development for the Town of Poughkeepsie.

**SO MOVED:** W. Carlos/J. Conte

**ROLL CALL:** Ayes: Councilmen Carlos, Conte, Lepore,

**Councilwoman Shershin and Deputy Supervisor Baisley**  
**Nays: None** **CARRIED: 5-0**

**STORMWATER MANAGEMENT FACILITY INSPECTION AND  
MAINTENANCE AGREEMENT ATTACHED TO FINAL BOOK COPY**

**12:14-02 AUTHORIZE DEPUTY**

**Sherwin Williams  
Sidewalk Maintenance  
Agreement**

**RESOLUTION**

**BE IT RESOLVED**, that the Town Board of the Town of Poughkeepsie does hereby authorize the Supervisor to sign the Sidewalk Maintenance Agreement and any supporting recording documents in regard to the Sherwin Williams project, in substantially the form attached; and

**BE IT FURTHER RESOLVED**, that such acceptance and authorization by the Town Board of the Town of Poughkeepsie is subject to the approval of all final documents by the Town Attorney, Planning Board Attorney, Town Engineer and the Director of Municipal Development for the Town of Poughkeepsie.

**SO MOVED: J. Conte/W. Carlos**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley**  
**Nays: None** **CARRIED: 5-0**

**SIDEWALK MAINTENANCE AGREEMENT ATTACHED  
TO FINAL BOOK COPY**

**12:14-03 AUTHORIZE DEPUTY  
SUPERVISOR TO SIGN**

**Power DMS  
Police Department**

**RESOLUTION**

**WHEREAS**, the Town of Poughkeepsie Police Department currently maintains electronic and hardcopy records of its accreditation data, Policies and Procedures, Rules and Regulations, intra-departmental memos, directives, and training records, and

**WHEREAS, Power DMS has proposed to provide the Police Department with an electronic system which will manage all of the foregoing information, allow it to be more easily updated, increase the functionality of the records, and allow the different categories of records to be cross searched, and**

**WHEREAS, Power DMS is a sole source provider in New York State for the departmental policies and procedures management system which is used for the Department's continuing accreditation, the purchase of which accreditation system component requires the purchase of the others, now, therefore,**

**BE IT RESOLVED, that the Supervisor or his designee is authorized to enter into a contract in the form annexed with terms acceptable to the Attorney for the Town, with Power DMS at an initial annual cost of \$7,374.00, with subsequent annual charges to be \$6,124.00 and as set forth in the contract; and**

**BE IT FURTHER RESOLVED, that these purchases are exempt from SEQR review.**

**SO MOVED: J. Lepore/J. Conte**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**POWER DMS, INC. AGREEMENT ATTACHED TO  
FINAL BOOK COPY**

**12:14-04 AUTHORIZE DEPUTY SUPERVISOR TO SIGN Lexis Nexis  
Police Department**

**RESOLUTION**

**WHEREAS, the Town of Poughkeepsie Police Department currently makes accident reports available to requestors, and provides and processes reports of incidents received from the public using its own systems and personnel, and**

**WHEREAS, Lexis Nexis has proposed to provide the Police Department with two electronic systems, one which would allow internet subscribers to access police accident reports, and the other which would receive and preliminarily process reports of incidents received from the public, both of which would increase efficiency and be economically beneficial to the Department, and**

**WHEREAS, Captain Faber has advised that the Town's New World computer system which is hosted by Dutchess County OCIS, is designed to specifically accept these Lexis Nexis systems, such that it would not be in the best interest of the Town to do a procurement for these services; and**

**WHEREAS, this contract is for equipment and services and therefore does not require SEQR review, now therefore**

**BE IT RESOLVED, that the Supervisor or his designee is authorized to enter into a contract with Nexis Lexis in the form annexed with terms acceptable to the Attorney to the Town.**

**SO MOVED: A. Shershin/J. Conte**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**LAW ENFORCEMENT AGREEMENT ATTACHED TO FINAL BOOK COPY**

**12:14-05 APPOINT Diane Tancredi to Typist Position**

**RESOLUTION**

**BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby appoint Diane O. Tancredi to the position of Typist with the Town of Poughkeepsie Highway Department at Grade 4, Step 4, salary of \$19.81 per hour, effective, Monday, December 19, 2016, which appointment is subject to a probationary period of not less than 8 nor more than 26 weeks per Civil Service Law.**

**SO MOVED: J. Baisley/M. Cifone**

**Councilwoman Shershin: Diane is going to be greatly missed here at Town Hall. She has done a really wonderful job and it is always nice to have someone cheery in that position.**

**Deputy Supervisor Baisley: Hopefully she will be replaced, but she's not going to be an easy woman to replace. She's been extremely helpful in the office to me when I came in and definitely she is going to be someone we will miss, but she is not far away, she is going across the street to help Mr. Pfeifer out. I think it will be a Godsend to him to have her over there.**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**PRIOR TO THE POLICE PROMOTIONS, DEPUTY SUPERVISOR BAISLEY READ A PROCLAMATION INTO THE RECORD FOR POLICE OFFICER**

**RICHARD SISILLI FOR “2016 TOP COP” AWARD – CONGRATULATIONS TO OFFICER SISILLI**

**PROCLAMATION**

**WHEREAS, the Town Board of the Town of Poughkeepsie, on behalf of the Town of Poughkeepsie and all residents of the Town of Poughkeepsie, does hereby salute Officer Richard Sisilli, on his recognition of the Dutchess County STOP-DWI Planning Board’s “2016 TOP COP Award” at the 22<sup>nd</sup> Annual Law Enforcement Awards Ceremony; and**

**WHEREAS, Officer Sisilli is a vital part of the Town of Poughkeepsie Police Department as reflected in his twenty-three combined DWI and DWAI arrests this past year; and**

**WHEREAS, the Town of Poughkeepsie is proud to honor Officer Richard Sisilli who gives his expertise, positive attitude and energy to serve his community; now therefore be it**

**RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby enthusiastically proclaim and extend its congratulations on his recognition of the “2016 TOP COP Award”; and**

**BE IT FURTHER RESOLVED, that an original signed proclamation be forwarded under the Great Seal of the Town of Poughkeepsie, Dutchess County, State of New York, to Officer Richard Sisilli.**

**DATED: NOVEMBER 2016**

**BY: JON J. BAISLEY, Supervisor Elect**

**PROCLAMATION ATTACHED TO FINAL BOOK COPY**

**12:14-07 PROMOTION**

**Police Officer Shannon  
Rodriguez to Police Sergeant**

**AMENDED RESOLUTION**

**BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby authorize the promotion of Police Officer Shannon Rodriguez to the position**

of Police Sergeant at the yearly salary of \$101,189.69, subject to a probationary period of not less than 8 nor more than 26 weeks per Civil Service Law, effective December 19, 2016.

**SO MOVED: W. Carlos/J. Conte**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**12:14-06 PROMOTE Sergeant Gary Hulbert to  
Lieutenant**

**AMENDED RESOLUTION**

**BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby authorize the promotion of Sergeant Gary Hulbert to the position of Police Lieutenant at the yearly salary of \$110,209.14, subject to a probationary period of not less than 8 nor more than 26 weeks per Civil Service Law, effective December 19, 2016.**

**SO MOVED: J. Conte/W. Carlos**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**12:14-08 PROMOTE Detective Erin Beale To Police Sergeant**

**AMENDED RESOLUTION**

**BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby authorize the promotion of Detective Erin Beale to the position of Police Sergeant at the yearly salary of \$101,189.69, subject to a probationary period of not less than 8 nor more than 26 weeks per Civil Service Law, effective December 19, 2016.**

**SO MOVED: M. Cifone/J. Conte**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**12:14-09 AUTHORIZE**

**Special Consents SC 1, SC 2, SC 3, and  
SC 4**

**RESOLUTION**

**BE IT RESOLVED, that the Town Board of the Town of Poughkeepsie does hereby grant Special Consent to the following items; to wit:**

- 1. Authorize To adjust, transfer, and amend 2016 Budget**
- 2. Accept Resignation of Diane Tancredi**
- 3. Appoint Confidential Secretary-Supervisor's Office**
- 4. Notification The following claim has been referred to the Legal Department**
  - 1. Green v. Winslow, Town et al**

**AND BE IT FURTHER RESOLVED, that upon the objection of any member of the Town Board, an item may be removed from the list and voted on separately.**

**SO MOVED: J. Lepore/M. Cifone**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**12:14-SC 1 AUTHORIZE**

**Town Comptroller To Adjust, Transfer,  
Amend 2016 Budget**

**RESOLUTION**

**WHEREAS, the Town of Poughkeepsie has established the Office of Comptroller, which officer is vested with the powers and duties provided for in Town Law Section 32 and elsewhere, and**

**WHEREAS, the Town Comptroller is responsible for the orderly recording of all finances associated with the financial operations of the Town; and**

**WHEREAS, in order to close the financial records for the year ending December 31, 2016, certain budget adjustments, transfers and amendments may be required; and**

**WHEREAS, this Board wishes to provide the Town Comptroller with the authorization to perform all necessary intra fund budget adjustments, transfers and**

amendments in order to produce a balanced budget for the year 2016; now, therefore

**BE IT RESOLVED**, that the Town Comptroller is hereby authorized to make all necessary intra fund adjustments, transfers and amendments to the 2016 Operating Budget Revenue and Expenditure accounts required to produce a balanced budget by February 15, 2017, provided that the Town Comptroller shall deliver a report detailing all such adjustments, transfers and amendments to the Town Supervisor within two weeks of making them.

**SO MOVED: A. Shershin/M. Cifone**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**12:14-SC 2 ACCEPT Resignation of Diane Tancredi**

**RESOLUTION**

**BE IT RESOLVED**, that the Town Board of the Town of Poughkeepsie does hereby accept, with regret, the resignation of Diane Tancredi as Confidential Secretary in the Supervisor’s Office, effective December 16, 2016.

**SO MOVED: J. Baisley/M. Cifone**

Deputy Supervisor thanked Diane for all the help she has given to the Town.

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**12:14-SC 3 APPOINT Confidential Secretary –  
Supervisor’s Office**

**RESOLUTION**

**BE IT RESOLVED**, that the Town Board of the Town of Poughkeepsie does hereby acknowledge the appointment of Joyce M. Longi by Deputy Supervisor Jon Jay Baisley to the position of Confidential Secretary in the Supervisor’s Office, and

**BE IT FURTHER RESOLVED**, that the Town Board of the Town of Poughkeepsie authorizes Ms. Longi’s employment at the yearly salary of \$40,000, effective December 19, 2016.

**SO MOVED: W. Carlos/J. Conte**



**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**12:14-SC 4 NOTIFICATION**

**The Following Claim Has Been  
Referred To the Legal Department  
1. Green v. Winslow, Town et al**

**REFERRED TO LEGAL DEPARTMENT**

**Deputy Supervisor Baisley also recognized and thanked Linda Mitchell who has done the minutes for many years. She's retiring at the end of the year. She has definitely been a help for Felicia, and will be sorely missed.**

**Motion was made to suspend the rules for discussion on any Town issues at all.  
Deputy Supervisor Baisley/A. Shershin**

**ROLL CALL: Ayes: Councilmen Carlos, Conte, Cifone, Lepore,  
Councilwoman Shershin and Deputy Supervisor Baisley  
Nays: None CARRIED: 6-0**

**NO SPEAKERS CAME FORWARD**

**Deputy Supervisor Baisley stated it was a pleasure tonight to make these promotions and to watch some of these officers grow and show professionalism and it is something for some of the upcoming officers to see that there is room for advancement and to grow as you go along and really make this department what it is, a phenomenal department. I think it's the best, I'm a little prejudice, but it's allowable. No matter who you call around here that we promoted tonight or the other officer who received accommodations, it's just a pleasure to have these things happen, because what is going on in the world today, you hear nothing but negativity, this is a blessing. It is a holiday season and just remember, that all your officers going to work, it's not about them just going to work, it's about them coming home safe. So, keep that in mind. They are going to work for a reason and the reason is to protect us the best they can and hope all others get home safe every day. With that, I wish everyone a happy holiday and I make a motion to adjourn.**

**Town Board Meeting Adjourned at 7:18 PM**