

**Organizational Meeting Town of Chesterfield Town
Board Meeting Minutes Held on Tuesday, January 7, 2020
at the Town of Chesterfield Offices ,1 Vine Street, in
Keeseville, County of Essex, State of New York,
Pursuant to Due Notice**

Supervisor Barber called the organizational meeting to order at 7:00 PM

Everyone stood for the Pledge of Allegiance.

Those Present:

Supervisor	Clayton Barber
Town Clerk	Bruce Bourgeois
Councilman	David Gload
Councilman	Richard Klages
Councilman	Patrick "Bill" Mitchell
Town Attorney	Michael McCormick
Supt. Of Highways	John "Jay" Champine

Guests in attendance

Phil Pray	Dan Costin	Sherman Bezio
Brent Morrow	Russell Blaise	Brad Noviski
Ron Rodgers	Robyn Pray	Jocelyn Racette
Scott Racette	Robert Wick	Shelley Davis

Town Clerk Bourgeois read the legal notice for the organizational meeting with the regular board meeting to follow.

Supervisor Barber welcomed all guests

Upon a motion by Councilman Mitchell and seconded by Councilman Klages and unanimously carried it was

#1 Resolved: That the regular board meetings will be held on the first Tuesday of each month at 7:00 PM.

Upon a motion by Councilman Mitchell and seconded by Councilman Gload and unanimously carried it was

#2 Resolved: That Gary Majewski be appointed Zoning/Building Officer for the year 2020.

Upon a motion by Councilman Klages and seconded by Councilman Gload and unanimously carried it was

#3 Resolved: That Supervisor Clayton Barber be appointed Budget Officer for the year 2020.

Supervisor Barber appointed Councilman Gload as Deputy Supervisor for the Town of Chesterfield.

Supervisor Barber informed the Board that several applications for Clerk to the Supervisor have been received and interviews have been held. He will inform the Board on results at the next meeting.

Upon a motion by Councilman Klages and seconded by Councilman Gload and unanimously carried it was

#4 Resolved: That Bruce Bourgeois be appointed as Registrar of Vital Statistics with Shelley Davis as Deputy.

Upon a motion of Councilman Mitchell and seconded by Councilman Gload and unanimously carried it was

#5 Resolved: That the following members be reappointed as Planning Board Members: Scott Racette – 5 years, Bobby Enfinger – 4 years, Gary Majewski – 3 years, Andrew Prescott – 2 years and Billy Agoney – 1 year.

Upon a motion by Councilman Klages and seconded by Councilman Mitchell and unanimously carried it was

#6 Resolved: That the following members be reappointed to the Zoning Board of Appeals: Randy Pray – 5 years, Darwin Nolan – 4 years, Robert Armstrong – 3 years, Maurice Bressette -2 years and Michael Baire – 1 year.

Upon a motion by Councilman Gload and seconded by Councilman Klages and unanimously carried it was

#7 Resolved: That the following members be reappointed to the Board of Assessment Review: Roger Theroux – 3 years, Robert Russell - 2 years.

We are still looking for a third member to replace Richard Garcia. The Town will place an ad in the paper.

Upon a motion by Councilman Gload and seconded by Councilman Mitchell and unanimously carried it was

#8 Resolved: That the following banks be named as depositories for the Town of Chesterfield: TD Bank, Peru and Plattsburgh NY; Champlain National Bank, Willsboro and Elizabethtown NY and Key Bank, Plattsburgh NY.

Upon a motion by Councilman Gload and seconded by Councilman Klages and unanimously carried it was

#9 Resolved: To accept the investment policy for the year 2020. The objectives of the investment policy are to minimize risk, to insure that investments mature when the cash is required to finance operations and to insure the competitive rate of return. In accordance with this policy, the chief fiscal officer is hereby authorized to invest all funds including proceeds of obligations and reserve funds in time deposit accounts in a bank or trust company authorized to do business in New York State. All other local government officials receiving money in their official capacity must deposit funds in negotiable order of withdrawal accounts.

1. Collateral

A. Accounts shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State or the United States of America of which are guaranteed by the United States or obligations of New York local governments. Collateral shall be delivered to the local government or a custodial bank with which the Town of Chesterfield has entered into a custodial agreement. The market value of collateral shall at all times be equal or exceed the principal amount of the certificate of deposit. Collateral shall be monitored no less frequently than weekly and marketed value shall mean the bid or closing price quoted in The Wall Street Journal or as quoted by another recognized pricing service.

2. Designation of Custodial Bank.

A. Custodial financial institutions, TD Bank, Champlain National Bank, and Key Bank chartered by the Town of Chesterfield are designated to act as custodial banks of the Town of Chesterfield

At least annually and if practical at the Organizational Meeting of the Town Board, the members shall review and amend, if necessary these investment guidelines.

Upon a motion by Councilman Mitchell and seconded by Councilman Gload and unanimously carried it was

#10 Resolved: That all bonds currently held by the Town of Chesterfield be approved.

Supervisor Barber appointed Councilman Richard Klages as Local Disaster Coordinator

Supervisor Barber appointed Councilman Richard Klages as representative for the Cable Commission and Councilman David Gload as the alternate.

Supervisor Barber appointed Councilman David Gload as the liaison for the Keeseville Youth Commission.

Supervisor Barber informed the Board that he will serve as the representative to the AATV and Councilman Patrick Mitchell will be the alternate.

Supervisor Barber appointed Councilman Richard Klages and Councilman David Gload to the Labor Relation Committee.

Supervisor Barber appointed Councilman Patrick Mitchell and Councilman David Gload to the Personnel Committee.

Town Clerk/Tax Collector Bourgeois appointed Cindy Bourgeois as Deputy Tax Collector and Shelley Davis as Deputy Clerk.

Supt. Of Highways John Champine appointed James Pasho as Deputy Supt. Of Highways.

Upon a motion by Councilman Gload and seconded by Councilman Klages and unanimously carried it was

#11 Resolved: To change James Pasho's rate of pay by 50 cents an hour retro to January 1,2020.

Upon a motion by Councilman Gload and seconded by Councilman Mitchell and unanimously carried it was

#12 Resolved: That with no further business to come before this Organizational Meeting, this meeting could be adjourned at 7:14 PM.

Supervisor Barber called the regular Town of Chesterfield Town Board meeting to order at 7:15 PM.

Upon a motion by Councilman Klages and seconded by Councilman Gload and unanimously carried it was

#13 Resolved: To waive the reading of the minutes from the December Town Board meeting.

No one wished to address the Town Board at this time.

Upon a motion by Councilman Klages and seconded by Councilman Mitchell and unanimously carried it was

#14 Resolved: to appoint the following people as representatives of the Town of Chesterfield on the Keeseville Youth Commission: Mary Sackett, Bruce Bourgeois, Jodi Burns, Jay Hamilton and Ken Bruno.

We do not have a representative to the Essex County Youth Board of Commission as Richard Garcia has resigned from the Keeseville Youth Commission.

Upon a motion by Councilman Gload and seconded by Councilman Klages and unanimously carried it was

#15 Resolved: That the expending of \$14,400.00 to the Youth Commission be approved.

This was the same as last year.

Supervisor Barber, Councilman Mitchell and Town Clerk Bourgeois will be attending the training session for newly elected officials in Albany January 15th, 16th and 17th.

Officials planning on attending the Association of Towns meeting in New York City are Town Justices David Bashaw and Andrew Russell and Councilman Mitchell. Town Attorney McCormick will be attending through another Town.

Supervisor Barber gave an update on the Chesterfield Water Project. The Board discussed the possibility of increasing the bonding for the project by an additional \$5.4 million. Rob Wick from Essex County Planning suggested the timing is right to tie into the 0 percent interest as well as funding for future projects under this umbrella. There is also the opportunity to apply for grants and use some of the bonding for matching funds. Councilman Gload suggested Mr. Wick and Mr. Noviski from AES do a presentation at the public hearing to be held on January 23, 2020.

Upon a motion by Councilman Mitchell and seconded by Councilman Klages and approved by roll call vote: Supervisor Barber:Aye , Councilman Gload :Aye, Councilman Klages :Aye and Councilman Mitchell: Aye it was

#16 Resolved: In the matter of the increase and improvement of facilities of Water District No.1 in the Town of Chesterfield, Essex County, New York (additional costs).

Whereas, pursuant to the proceedings heretofore had and taken by the Town Board of the Town of Chesterfield, Essex County, New York, pursuant to the provisions of Section 202-b of the Town Law, it has been determined to be in the public interest to provide for a certain increase and improvement of facilities of Water District No. 1 (the "Water District No.1") in the Town of Chesterfield, Essex County, New York, at a maximum estimated cost of \$8,399,470, consisting of source improvements for the Butternut Pond Water System and groundwater investigation, as well as treatment, storage and transmission facilities and original furnishings, equipment, machinery, apparatus, appurtenances, and incidental improvements and expenses in connection therewith;

Whereas, a map, plan and report including an estimate of cost has heretofore been prepared in connection therewith and is on file in the office of the Town Clerk of such Town; and

Whereas, in order to undertake the improvements to the aforesaid facilities as described therein, it will be necessary to expend the sum of \$13,888,500, an increase of \$5,489,030 over that previously authorized for such improvements, and an explanatory addendum to said map, plan and report has been prepared and added thereto in connection therewith as to the increased cost: and

Whereas, said capital project has been determined to be a Type II Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, pursuant to 6 NYCRR Part 617.5(c) (29), which as such, it has been determined will not result in any significant adverse environmental impact, the Town being under a New York State Department of Health Administration Tribunal Order relating to the former Keeseville Village Water Supply System, now facilities of said Water District No.1: and

Whereas, it is now desired to call a public hearing on the question of authorizing such increase and improvement of facilities of said Water District No. 1 at the revised maximum cost; now, therefore, it is hereby

Ordered, by the Town Board of the Town of Chesterfield, Essex County, New York, as follows:

Section 1. A public hearing will be held at the Town Hall, 1 Vine Street, Keeseville, New York, in said Town, on the 23rd day of January, 2020, at 6 :00 PM. Prevailing Time, on the question of increasing and improving the facilities of the Water District No.1 in the manner described in the preambles hereof, and to hear all persons interested in the subject thereof, concerning the same, and to take such action thereon as is required by law.

Section 2. The Town Clerk is hereby authorized and directed to cause a copy of the Notice of Public hearing hereinafter provided to be published once in the official newspaper designated for that purpose, and also to cause a copy thereof to be posted on the sign board of the Town, such publications and posting to be made not less than ten, nor more than twenty, days before the date designated for the hearing.

Section 3. The notice of public hearing shall be in substantially the form attached hereto as Exhibit A and hereby made a part hereof.

Section 4. This Order shall take effect immediately.

There was no update on the Butternut Pond Invasive Species Grant.

Barb Davidson signed only one of the deeds for property she owns. Clark Davidson, Barb Davidson and Dale Holderman do not wish to own the other properties behind their respective businesses due to liability issues.

Upon a motion by Councilman Mitchell and seconded by Councilman Klages and unanimously carried it was

#17 Resolved: To donate the \$2500 contribution from ROOST in Lake Placid to the Keeseville Business Association.

A thank you letter was received from the Keeseville Christmas Basket Committee.

Supervisor Barber informed the board that he received six letters of interest for the open Town Councilman position; namely, Russell Blaise, Gary Friedrich, John Casey, Sherman Bezio, Michael Baire and Paul Wisher.

Supervisor Barber wants to advertise for quotes on Town Garage roof. Water is getting to electrical boxes.

Supervisor Barber informed the Board of the violations at the Compaction Station. He informed the board that almost every Town in the County had violations. The Town is asking for an extension on some of the violations until the ground thaws. The Town is ordering signs through Essex County DPW. There were also several applications for the open position at the compaction station.

Upon a motion by Councilman Gload and seconded by Councilman Mitchell and unanimously carried it was

18 Resolved: to allow the Highway Department to pick up Christmas trees on the side of the road if observed and allow Town residents to drop them off at the Highway Garage.

Upon a motion by Councilman Klages and seconded by Councilman Gload and unanimously carried it was

#19 Resolved: that the Supervisor's financial report for the month of January 2020 be accepted. The financial report can be found on file in the office of the Town Clerk.

Upon a motion by Councilman Gload and seconded by Councilman Mitchell and unanimously carried it was

20 Resolved: That all bills presented to the Town Board be paid. Bills in the amount of \$46,071.10 were audited and paid from the General Fund; claims were numbered from 1 to 21. Bills in the amount of \$14,103.91 were audited and paid from the Highway Fund; claims were numbered from 1 to 12. Bills in the amount of \$302.82 were audited and paid from the PKWD Fund; claims numbered 1 and 2. Bills in the amount of \$10,843.95 were audited and paid from the TCWD Fund; claims numbering 1 to 11.

Upon a motion by Councilman Gload and seconded by Councilman Klages and unanimously carried it was

21 Resolved: That all letters brought before the Town Board be filed.

Supervisor Barber offered the courtesy of the floor to the Board members.

Councilman Gload informed the Board That the Dog Control Officer from the Town of Ausable helped out on Friday and will fill in for the Town until we find a replacement for Steve Johnson

Supervisor Barber offered the courtesy of the floor to the Supt. of Highways.

Supt. Of Highways Champine informed the Board that the Town made \$18,600 in surplus sales through an on-line auction site.

He asked if Phil Pray can come in for training purposes due to several new employees and if so at what price?

Supt. Champine informed the Board that Volvo bid for the Town loader came in at \$ 172,000 with the best warranty. They will deliver and train.

Upon a motion by Councilman Gload and seconded by Councilman Klages and unanimously carried it was

22 Resolved: to purchase a loader from Volvo for the price of \$172,000.

Supervisor Barber presented a plaque to Shelly Davis in recognition of 41 years of service to the Town as Clerk to the Supervisor. Everyone in attendance gave her a thundering standing ovation.

Upon a motion by Councilman Mitchell and seconded by Councilman Gload and unanimously carried it was

23 Resolved: to enter into executive session at 8:43

The Board came out of executive session at 9:38.

Upon a motion from Councilman Klages and seconded by Councilman Mitchell and unanimously carried it was

24 Resolved: to leave the opening on the Town Board vacant until such time that the vacancy can be filled through a regularly scheduled election in November of 2020.

Upon a motion by Councilman Gload and seconded by Councilman Klages and unanimously carried it was

#25 Resolved: To purchase a laptop for Supt. of Highways Champine from Essex County for 663.58 and the drive line for 262.52.

Upon a motion by Councilman Klages and seconded by Councilman Gload and unanimously carried it was

#26 Resolved: That with no further business to come before the Board this Board Meeting could be adjourned at 9:55 PM.

Bruce Bourgeois

Town Clerk