

Minutes of the Town of Chesterfield Regular Town Board Meeting Held on Tuesday, December 12th, 2023 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 Board Meeting to order at 6:00 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
Councilman	John Casey
Town Attorney	Michael McCormick
Supt. Of Highways	John “Jay” Champine

Guests Present:

Walter Chmura	Alyse Lafountain
Christina Mullen	Nancy Thompson

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

#154 Resolved: That the reading of the minutes of the Regular Town Board Meeting of November 14th, 2023 be dispensed with.

Supervisor Barber requested the Board schedule the End of Year Meeting. Clerk to the Supervisor Ocasio would like to have all bills paid as close to January as possible. Those bills could be paid on the 29th.

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

#155 Resolved: To schedule the Town of Chesterfield End of Year Meeting for Wednesday, December 27th at 5:00 PM at the Town of Chesterfield Office.

Supervisor Barber welcomed everyone in attendance and gave the courtesy of the floor to the public.

There was no public comment.

Supervisor Barber informed the Board the CDBG Grant has received more interest since last meeting. Hillary Kiroy, Housing Coordinator at Friends of the North Country, submitted a client project status report with 18 applications in progress, 5 completed applications on file, 4 in assessment stage, 4 in scope of work stage and 1 out to bid.

Supervisor Barber informed the Board Bill Tansey is still working on the draft Town Law for unsafe buildings. After Town Attorney McCormick reviews the draft the Board will review at End of Year Meeting and set a Public Hearing date.

Supervisor Barber informed the Board Russell Pray will gather specs for the Town Hall exterior doors and windows to prepare a bid proposal. Town Clerk Bourgeois will get copies to Board Members and post where needed. The improvements will be funded by the \$5000 grant from ANCA, the \$10,085 CD at Champlain National and the building reserve fund.

Supervisor Barber reminded the Board to revisit the Town of Chesterfield Procurement Policy to discuss at the Organizational Meeting which the Board needs to schedule.

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

#156 Resolved: To set the Town of Chesterfield Organizational Meeting for Tuesday, January 9th at 5:30 PM at the Town of Chesterfield Office, 1 Vine Street, Keeseville, NY pursuant to due notice.

Supervisor Barber presented the Board with a quote from JJ Property Maintenance for cleanup and lawn care at Watson Park to include the Post Office.

The bid was \$1660 for first cleanup and mowing with additional \$185 per event including weed whacking. The Board liked the quote for the cleanup but would like to revisit the procurement policy for the other events.

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

#157 Resolved: To accept the quote of \$1660 from JJ Property Maintenance for first cleanup and mowing at Watson Park and to review Town of Chesterfield Procurement Policy for additional upkeep.

Supervisor Barber noted the Board still needs a sketch plan from the individuals interested in landscaping at Veteran's Park. Town Clerk Bourgeois volunteered to help guide the committee.

Supervisor Barber asked for an update from the Port Kent Committee. Town Clerk Bourgeois responded he and Cindy Bourgeois decorated the gazebo at Watson Park with Christmas lights. All of Port Kent was very festive decorated and, in fact, the winner of the Community House Decorating Contest this year was from Port Kent.

Supervisor Barber offered the courtesy of the floor to Highway Superintendent Champine to discuss surplus equipment. Highway Superintendent Champine would like to gather specs on the office equipment and suggested, with current needs of repairs and age of units, he would rather add a 1999 Ford to the surplus list and keep the 5500 Ram 4WD.

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

#158 Resolved: To add a 1999 1-ton dump 2 WD Ford truck to the surplus list of items to be auctioned off and to remove the Ram 5500 originally put on the surplus list.

Supervisor Barber presented the Board with Budget amendments for November, 2023.

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

#159 Resolved: To accept proposed Budget amendments for the month of November, 2023.

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

#160 Resolved: To accept the completed Supervisor's Financial Report for November,2023, copies of which can be found in the Town Clerk's Office.

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

#161 Resolved: That all audited bills presented to the Town Board since the last Board Meeting on November 14th, 2023 be paid. Bills in the amount of \$81,773.89 were audited and paid from the General Fund. Bills in the amount of \$52,839.39 were audited and paid from the Highway Fund. Bills in the amount of \$38,994.40 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$3,602.09 were audited and paid from the Port Kent Water Departments. Bills in the amount of \$2,369.68 were audited and paid from the Village Debt. Bills in the amount of 60.00 were audited and paid from the Trust & Agency. Bills in the amount of \$4,181.69 were audited and paid from the Town of Chesterfield Compact Station. Bills in the amount of \$140.0 were audited and paid from the TCWD Project. Bills in the amount of \$ 1,535.91 were audited and paid from the Christmas Donation Fund. Bills in the amount of \$56.76 were audited and paid from the ROOST Fund. The total of all bills since last meeting was \$185,553.81.

Supervisor Barber informed the Board the Town received \$261,213.83 for CHIPS expenditures. There will be more submitted but will be reimbursed in 2024.

Supervisor Barber informed the Board the Town would like to join NYSLRS 41J which, upon retirement, accrued sick time for an employee will be put towards service credit.

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

#162 Resolved: The Town Board of the Town of Chesterfield does hereby elect to provide the pension benefit of Section 41J of the Retirement and Social Security Law, as presently or hereafter amended.

Be it Further Resolved: that the effective date of such shall be the 12th day of December 2023 for an annual fee of \$583.

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

#163 Resolved: That all letters brought before the Town be filed.

Supervisor Barber offered the courtesy of the floor to Town Clerk Bourgeois.

Town Clerk Bourgeois read the official results of the 2023 election in the Town of Chesterfield. He gave a presentation to the Board on the successful Holiday Celebration and thanked the Members of the Board and the Supervisor for being supportive of and active in the Celebration.

Supervisor Barber wished everyone a Merry Christmas.

Supervisor Barber offered the courtesy of the floor to Town Attorney McCormick.

Town Attorney McCormick had no updates.

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

Councilman Gload informed the Board the Keeseville Youth Commission has named Alicia Fuller as Basketball Coordinator and the Youth Commission will now use a company in Lake Placid to do background checks for coaches.

Supervisor Barber presented the Board with a letter from Michael Boynton expressing interest in the upcoming open position of Code Enforcement/ Zoning Officer. There were many positive comments on Mr. Boynton's qualifications from the Board Members. Supervisor Barber added the position might be combined with the Town of Ausable pending their Board approval.

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

#165 Resolved: To appoint Michael Boynton as Code Enforcement/ Zoning Officer for the Town of Chesterfield for 2024.

Supervisor Barber announced the Board should also consider appointing the new Dog Control Officer, again, combined with the Town of Ausable pending their Board approval.

Supervisor Barber offered the courtesy of the floor to Highway Superintendent Champine.

Highway Superintendent Champine informed the Board that last snow storm parking on Chesterfield Streets was great with no cars parked on the roads which made plowing much more effective. He mentioned year round parking on Beech Street and the need to keep that narrow road clear for emergency vehicles.

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

#168 Resolved: To enter into Executive Session to discuss personnel issues at 6:59 PM.

The Board returned to Regular Session at 7:28 PM with no decisions made.

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

#169 Resolved: to resolve personnel pay issues as discussed by the Board.

Supervisor Barber presented the Board with a request from North Country SPCA for a contract for dog confinement. The contract would be unchanged from 2023 at \$3740.85 with a fee of \$250 per dangerous dog.

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

#170 Resolved: That the Town of Chesterfield will enter into an annual contract for 2024 with North Country SPCA in the amount of \$3,740.85 for dog confinement for stray dogs with a \$250 fee per dangerous dog for boarding.

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

#171 Resolved: That with no further business to come before this Town Board Meeting, this meeting could be adjourned at 7:37 P.M.

Bruce Bourgeois

Town Clerk

