

MINUTES OF THE TOWN OF CHESTERFIELD ORGANIZATIONAL MEETING HELD ON JANUARY 8, 2019 AT THE TOWN OFFICE ON THE CORNER OF CLINTON AND VINE STREETS, IN KEESEVILLE, COUNTY OF ESSEX, STATE OF NEW YORK, PURSUANT TO DUE NOTICE.

SUPERVISOR MORROW CALLED THE MEETING TO ORDER AT 7:00 P.M.

THOSE PRESENT WERE:

SUPERVISOR: GERALD M. MORROW
TOWN CLERK: LYNN A. JARVIS
COUNCILMAN: CLAYTON J. BARBER
COUNCILMAN: RICHARD J. KLAGES
COUNCILMAN: DAVID P. GLOAD
TOWN ATTORNEY: MICHAEL J. McCormick
SUPT. OF HIGHWAYS: PHILIP W. PRAY

EXCUSED:

COUNCILMAN: RUSSELL L. BLAISE

GUEST IN ATTENDANCE:

JAY W. FRANKS

TOWN CLERK JARVIS READ THE LEGAL NOTICE FOR THE ORGANIZATIONAL MEETING WITH THE REGULAR BOARD MEETING TO IMMEDIATELY FOLLOW.

UPON A MOTION BY COUNCILMAN GLOAD AND SECONDED BY COUNCILMAN BARBER AND UNANIMOUSLY CARRIED IT WAS

#1 RESOLVED: THAT THE REGULAR TOWN BOARD MEETINGS WILL BE HELD THE 1ST TUESDAY OF EACH MONTH AT 7:00 P.M.

UPON A MOTION BY COUNCILMAN KLAGES AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#2 RESOLVED: THAT GARY MAJEWSKI BE APPOINTED AS ZONING/BUILDING CODE ENFORCEMENT OFFICER FOR THE YEAR 2019.

UPON A MOTION BY COUNCILMAN KLAGES AND SECONDED BY COUNCILMAN BARBER AND UNANIMOUSLY CARRIED IT WAS

#3 RESOLVED: THAT SUPERVISOR GERALD H. MORROW BE APPOINTED AS BUDGET OFFICER O9FR THE YEAR 2019.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#4 RESOLVED: THAT THE FOLLOWING MEMBERS BE REAPPOINTED AS PLANNING BOARD MEMBERS: GARY MAJEWSKI (4) YEARS, ANDREW PRESCOTT (3) YEARS, BILLY AGONEY (2) YEARS, SCOTT RACETTE (1) YEAR AND BOBBY ENFINGER (5) YEARS.

UPON A MOTION BY COUNCILMAN KLAGES AND SECONDED BY COUNCILMAN BARBER AND UNANIMOUSLY CARRIED IT WAS

#5 RESOLVED: THAT THE FOLLOWING MEMBERS BE REPOINTED TO THE ZONING BOARD OF APPEALS: ROBERT ARMSTRONG (4) YEARS, MAURICE BRESSETTE (3) YEARS, MICHAEL BAIRE (2) YEARS, RANDY PRAY (1) YEAR AND DARWIN NOLAN (5) YEARS.

UPON A MOTION BY COUNCILMAN GLOAD AND SECONDED BY COUNCILMAN KLAGES AND UNANIMOUSLY CARRIED IT WAS

#6 RESOLVED: THAT THE FOLLOWING MEMBERS BE REAPPOINTED TO THE BOARD OF ASSESSMENT REVIEW: ROGER THEROUX (2) YEARS, ROBERT RUSSELL (1) YEAR AND RICHARD GARCIA (3) YEARS.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN GLOAD AND UNNAIMOUSLY CARRIED IT WAS

#7 RESOLVED: THAT THE FOLLOWING BANKS BE NAMED AS DEPOSITORIES FOR THE TOWN OF CHESTERFIELD: TD BANK, KEESEVILLE NY; CHAMPLAIN NATIONAL BANK, WILLSBORO NY; AND KEY BANK, PLATTSBURGH NY.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN KLAGES AND UNANIMOUSLY CARRIED IT WAS

#8 RESOLVED: TO ACCEPT THE INVESTMENT POLICY FOR THE YEAR 2019. THE OBJECTIVES OF THE INVESTMENT POLICY IS TO MINIMIZE RISK, TO INSURE THAT INVESTMENTS MATURE WHEN THE CASH IS REQUIRED TO FINANCE OPERATIONS AND TO INSURE 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 OR OBLIGATIONS OF 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 CERTIFICATES OF DEPOSIT. COLLATERAL SHALL BE MONITORED NO LESS BFREQUENTLY 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, THE 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 INVESTMENTS.

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 BARBER AND SECONDED BY COUNCILMAN KLAGES AND UNANIMOUSLY CARRIED IT WAS

#9 RESOLVED: THAT ALL BONDS CURRENTLY HELD BY THE TOWN OF CHESTERFIELD BE APPROVED.

SUPERVISOR MORROW APPOINTED COUNCILMAN RICHARD KLAGES TO SERVE AS LOCAL DISASTER COORDINATOR.

SUPERVISOR MORROW APPOINTED COUNCILMAN RICHARD KLAGES TO SERVE AS THE REPRESENTATIVE FOR THE CABLE COMMISSION AND COUNCILMAN DAVID GLOAD AS ALTERNATE.

SUPERVISOR MORROW APPOINTED COUNCILMAN CLAYTON BARBER AS THE LIAISON FOR THE KEESEVILLE YOUTH COMMISSION.

SUPERVISOR MORROW INFORMED THE TOWN BOARD THAT HE WILL SERVE AS THE REPRESENTATIVE TO THE AATV AND COUNCILMAN RUSSELL BLAISE WILL BE THE ALTERNATE.

SUPERVISOR MORROW APPOINTED COUNCILMAN RICHARD KLAGES AND COUNCILMAN DAVID GLOAD TO THE LABOR RELATION COMMITTEE.

SUPERVISOR MORROW APPOINTED COUNCILMAN RUSSELL BLAISE AND COUNCILMAN CLAYTON BARBER TO THE PERSONNEL COMMITTEE.

UPON A MOTION BY COUNCILMAN GLOAD AND SECONDED BY COUNCILMAN BARBER AND UNANIMOUSLY CARRIED IT WAS

#10 RESOLVED: THAT WITH NO FURTHER BUSINESS TO COME BEFORE THIS ORGANIZATIONAL MEETING, THIS MEETING COULD BE ADJOURNED AT 7:05 P.M.

SUPERVISOR MORROW CALLED THE REGULAR TOWN BOARD MEETING TO ORDER AT 7:06P.M.

THE COURTESY OF THE FLOOR WAS OFFERED TO THE GUEST; NO ONE WISHED TO ADDRESS THE TOWN BOARD AT THIS TIME.

UPON A MOTION BY COUNCILMAN KLAGES AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#11 RESOLVED: THAT RICHARD GARCIA BE APPOINTED AS REPRESENTATIVE FOR THE ESSEX COUNTY YOUTH BOARD/ PLANNING COMMITTEE AND MARY SACKETT AS ALTERNATE, WITH MARY SACKETT, RICHARD GARCIA, BRUCE BOURGEOIS AND JODI BURNS BEING APPOINTED AS KEESEVILLE YOUTH COMMISSION MEMBERS REPRESENTING THE OWN OF CHESTERFIELD.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#12 RESOLVED: THAT APPROVAL IS GIVEN TO EXPEND \$14,400.00 TO THE KEESEVILLE YOUTH COMMISSION FOR THE YEAR 2019.

UPON A MOTION BY COUNCILMAN GLOAD AND SECONDED BY COUNCILMAN KLAGES AND UNANIMOUSLY CARRIED IT WAS

#13 RESOLVED: THAT THE FOLLOWING TOWN OF CHESTERFIELD OFFICIALS ARE APPROVED TO ATTEND THE ASSOCIATION OF TOWNS MEETING IN NYC IN FEBRUARY; COUNCILMAN CLAYTON BARBER, JUSTICE DAVID BASHAW AND JUSTICE ANDREW RUSSELL.

UPON A MOTION BY COUNCILMAN KLAGES AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#14 RESOLVED: THAT COUNCILMAN CLAYTON BARBER WILL BE THE DELEGATE REPRESENTING THE TOWN OF CHESTERFIELD AT THE ASSOCIATION OF TOWNS MEETING IN NYC.

SUPERVISOR MORROW INFORMED THE TOWN BOARD THAT THE CHESTERFIELD WATER PROJECT IS ON-GOING WITH NO SIGNIFICANT UPDATES AT THIS TIME.

SUPERVISOR MORROW UPDATED THE TOWN BOARD ON THE BUTTERNUT POND INVASIVE SPECIES PROJECT. HE INFORMED THE TOWN BOARD THAT DIVERS ARE DONE FOR SEASON SECONDARY TO THE WEATHER, APPROXIMATELY ½ ACRE OF MATS WERE PUT DOWN. HE IS HOPEFUL TO OBTAIN GRANT MONIES TO CONTINUE FURTHER WORK ON THE BUTTERNUT POND INVASIVE SPECIES PROGRAM.

SUPERVISOR MORROW INFORMED THE TOWN BOARD THAT THE TOWN OFFICE BUILDING ROOF QUOTES WERE REQUESTED, ONLY ONE BID WAS RECEIVED.

TOWN CLERK JARVIS OPENED THE SEALED BID. AC & RL CARPENTERS, LLC SUBMITTED A BID FOR \$13,644.70.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#15 RESOLVED: THAT THE BID SUBMITTED BY **AC & RL CARPENTERS, LLC** BE ACCEPTED FOR THE TOWN OF CHESTERFIELD OFFICE ROOF REPAIR IN THE AMOUNT OF \$13,644.70.

THE **TOBACCO FREE GROUNDS POLICY** WAS DISCUSSED. THE BOARD MEMBERS WILL REVIEW THE POLICY INFORMATION AND BRING UP AGAIN AT NEXT REGULAR TOWN BOARD MEETING.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN KLAGES AND UNANIMOUSLY CARRIED IT WAS

#16 RESOLVED: THAT THERE WILL BE A CHRISTMAS TREE PICK UP THRU 2/15/2019. TREES CAN BE BROUGHT TO THE TOWN GARAGE OR LEFT BY THE SIDE OF THE ROAD OF THE INDIVIDUAL RESIDENCE.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#17 RESOLVED: THAT THE SUPERVISOR'S FINANCIAL REPORT FOR THE MONTH OF DECEMBER 2018 BE ACCEPTED. A COPY OF 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 KLAGES AND UNANIMOUSLY CARRIED IT WAS

#18 RESOLVED: THAT ALL AUDITED BILLS PRESENTED TO THE TOWN BOARD BE PAID. BILLS IN THE AMOUNT OF \$46,331.30 WERE AUDITED AND PAID FROM THE GENERAL FUND; CLAIMS WERE NUMBERED FROM 1 TO 18. BILLS IN THE AMOUNT OF \$13,832.11 WERE AUDITED AND PAID FROM THE HIGHWAY FUND; CLAIMS WERE NUMBERED FROM 1 TO 12. BILLS IN THE AMOUNT OF \$518.13 WERE AUDITED AND PAID FROM THE PKWD FUND; CLAIM NUMBER 1. BILLS IN THE AMOUNT OF \$3216.73 WERE AUDITED AND PAID FROM THE TCWD FUND; CLAIMS WERE NUMBERED 2 TO 10.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN GLOAD AND UNANIMOUSLY CARRIED IT WAS

#19 RESOLVED: THAT ALL LETTERS BROUGHT BEFORE THE TOWN BOARD MAY BE FILED.

SUPERVISOR MORROW OFFERED THE COURTESY OF THE FLOOR TO THE TOWN BOARD MEMBERS, TOWN CLERK, TOWN ATTORNEY AND SUPT. OF HIGHWAYS.

SUPT. OF HIGHWAY'S PRAY INFORMED THE TOWN BOARD THAT HE ANTICIPATES SOME RETIREMENTS IN THE SPRING OF 2019. HE WOULD LIKE SOME GUIDELINES FOR FUTURE HIREES.

SUPT. OF HIGHWAY'S PRAY WOULD LIKE TO PURCHASE A SIDEWALK MACHINE. HE IS INTERESTED IN KUBOTA AND PRESENTED A WORKSHEET SHOWING THE STANDARD AND OPTIONAL EQUIPMENT AVAILABLE ON MACHINE. THE QUOTED PRICE IS \$27,697.86. HE INFORMED THE TOWN BOARD THAT IT CAN BE PURCHASED WITH CHIPS MONIES.

UPON A MOTION BY COUNCILMAN GLOAD AND SECONDED BY COUNCILMAN KLAGES AND UNANIMOUSLY CARRIED IT WAS

#20 RESOLVED: THAT THE SUPT. OF HIGHWAY'S BE APPROVED TO PURCHASE A KUBOTA SIDEWALK MACHINE WITH CHIP MONIES AT THE PURCHASE PRICE OF \$27,697.86.

SUPERVISOR MORROW INFORMED THE TOWN BOARD THAT NEWLY ELECTED TOWN JUSTICE ANDREW RUSSELL WILL BE HOLDING COURT ON TUESDAYS AT 6:00P.M.

SUPERVISOR MORROW INFORMED THE TOWN BOARD THAT APPLICATIONS ARE BEING ACCEPTED FOR AN ASSISTANT AT THE COMPACT STATION. MR. FRED COLEGROVE IS CURRENTLY DOING IT ON A TEMPORARY BASIS.

UPON A MOTION BY COUNCILMAN BARBER AND SECONDED BY COUNCILMAN KLAGES AND UNANIMOUSLY CARRIED IT WAS

**#21 RESOLVED: THAT WITH NO FURTHER BUSINESS TO BE BROUGHT
BEFORE THIS TOWN BOARD, THIS MEETING COULD BE ADJOURNED
AT 7:24 P.M.**

LYNN JARVIS

A handwritten signature in blue ink that reads "Lynn Jarvis". The signature is written in a cursive style with a large initial "L".

TOWN CLERK