

Minutes of the Town of Chesterfield Public Hearing and Regular Town Board Meeting Held on Tuesday, July 11th, 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 Public Hearing to order at 5:45.

Town Clerk Bourgeois read the legal notice and the proposed agreement to consolidate Port Kent Water Districts 1 and 2 into one district.

No members of the public were present.

Supervisor Barber closed the Public Hearing at 5:49.

Supervisor Barber called the Town 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 (Excused)
Town Attorney	Michael McCormick
Supt. Of Highways	John “Jay” Champine

Guests Present:

Barbara Davidson Allegra Mussen

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

#84 Resolved: That the reading of the minutes of the Regular Town Board Meeting of June 13th, 2023 be dispensed with.

Supervisor Barber tasked Town Clerk Bourgeois with reading the proposed agreement to consolidate Port Kent Water Districts 1&2.

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

#85 Resolved: Whereas, this Consolidation Agreement seeks to consolidate the two Water Districts into one Consolidated Water District: and

Whereas, New York General Municipal Law Article 17-A authorizes water districts to consolidate into a combined district if together the consolidated local government entity forms a local government entity of a kind or class that is authorized under the laws of the State OF New York; and

Whereas, the Town Board has the overall authority for managing the operation, maintenance and finances of both Port Kent Water District Number One and Port Kent Water District Number Two each serving the Town of Chesterfield(“Town”); and

Whereas, after their review, the Town Board has determined it would be to the mutual benefit, and in the best interest of the customers of both water districts to consolidate Port Kent Water District Number One and Port Kent Water District Number Two into one water district to provide long term, safe and reliable water supply for all the customers in those districts, o maintain stability, and to reduce administrative and operational costs wherever possible; it has therefore directed the preparation of this Consolidation Agreement; and

Whereas, the proposed water district consolidation will not result in any additional costs or debts to the district residents;

Now Therefore, the Town Board, acting jointly as the governing body of the Consolidated Water District as well as the governing body of Port Kent Water District Number One and Port Kent Water District Number Two, sets forth the following terms which constitute the Proposed Joint Consolidation Agreement for

the Consolidated Water District, as required by General Municipal Law Article 17-A.

Supervisor Barber presented the Board with a letter from Walter Chmura asking for \$2500 compensation for damage by snowplow to his lawn.

Supervisor Barber stated he reached out to the Town's insurance company for guidance and was told the Town was not liable nor obligated to repair the property. Supervisor Barber viewed the site and took photos but Mr. Chmura's lawn looked like every other lawn in the general vicinity with no significant damage.

Town Attorney McCormick added the Town has a standard right of way and when plowing snow, the Town has no responsibility for lawn damage.

Supervisor Barber opened the floor for public comment.

There was no comment at this time.

Supervisor Barber informed the Board a second certified letter was sent to Willie Foster regarding condition of his building at 1707 Front Street. The building is no longer habitable and the Town needs to determine whether repairs will be made by the owner or the building will be demolished.

Barbara Davidson queried the Board on next steps to be taken and time frame. She has a vested interest as her property borders the condemned building and she is concerned with her insurance and liability.

Supervisor Barber responded he has spoken to the County Attorney, much of the discussion must be performed in Executive Session and the Town Attorney will keep Ms. Davidson in the loop.

Supervisor Barber presented the Board with a bid from Mossbrook Landscaping for repairs and improvement to Watson Park for \$20,615. The Board needs to make a decision to get on the schedule.

There was much discussion on balance between Town and public input of funds and energy to keep the par up to standards. The bid was tabled at this time.

Supervisor Barber informed the Board he was approached by Amy Brelia and Marion English asking for permission to plant perennials at Veteran's Park. Supervisor Barber informed them he wanted the plants no more than 1& 1/2 feet from the fence to allow for flags and maintenance.

Supervisor Barber informed the Board he was counseled by Carlie Leery at ANCA to wait to hear from DEC before proceeding with EV charging stations in Town. The grant total is \$37,525.45 and the bid from Livingston Chargers is \$28,000. Roger Long has given the Town easements to access the charging stations.

Supervisor Barber informed the Board the nutrition bus had broken down and been repaired again. The only bid for a new bus was from NY Bus Sales in the amount of \$97,357.05. The Town of Ausable has already passed a resolution to move forward with the shared purchase. Both townships will be responsible for \$48,678.53. The Town of Chesterfield will purchase the bus and be reimbursed by the Town of Ausable. The Town of Chesterfield will register and hold the title to the bus. Delivery is expected next week. The budget will need to be amended to move funding to purchase the bus.

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

#86 Resolved: To purchase a new nutrition bus from NY Bus Sales for \$97,357.05 with the Town of Ausable reimbursing the Town of Chesterfield \$48,678.53, titled and registered by the Town of Chesterfield, with purchasing distributed from the General Fund.

Supervisor Barber informed the Board there was no new news on the Highway Salt Shed Grant.

Supervisor Barber informed the Board Jason Matt from TiSales approached Clerk to the Supervisor Ocasio and Water Superintendent Winter concerning the meter reading software. The current handheld is obsolete and if our handheld fails we cannot take readings for the water bills. TiSales has provided a quote, good through July 30th for information migration and training. Clerk Ocasio and Superintendent Winter agree the best course of action is to be proactive.

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

#87 Resolved: To purchase handheld and software, including migration and software, from TiSales in the amount of \$6,749.22 with 80% of cost coming from TCWD, 18% from PKWD 1 and 2% to PKWD 2.

Supervisor Barber requested approval of a combination of 2 lots owned by Brent Morrow. The Planning Board has already approved this.

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

#88 Resolved: To combine two parcels owned by Brent Morrow, tax map numbers 1.3-1-6.000 and 1.3-1-5.000, on Giddings Road into one parcel.

Supervisor Barber gave the Board an update on the Compact Station Fund. The Fund is in the black and the Compact Station can stand on its own. The separation of the Compact Station to its own fund will pass on the cost only to users versus all the taxpayers of the Town. The Town is looking into purchasing a scale and other improvements out of the Station's own funds.

Supervisor Barber presented the Board with the Budget amendments for June with an explanation that the initial deposit for repair of the Dugway came out of regular highway maintenance with the hope the Town would receive some kind of relief from other sources. As that did not happen, the balance for the project came from CHIPS. With the exhaustion of CHIPS funds, there was not enough balance to pay for the downtown sidewalk project. The balance for the sidewalk project in the amount of \$105,750 will now come out of the Fund Balance for the General Fund. Supervisor Barber requested a resolution to change funds from CHIPS to General.

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

#89 Resolved: To transfer \$105,750 from General Fund balance to pay for the Front Street Sidewalk Project.

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

#90 Resolved: To accept the proposed budget amendments for the month of June 2023.

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

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

Supervisor Barber informed the Board work needs to be started on the 2024 Town Budget. There was discussion on dates and times.

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

#92 Resolved: To schedule a Budget Workshop on Tuesday, July 25th at 2:00 PM at the Town of Chesterfield Office.

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

#93 Resolved: That all audited bills presented to the Town Board since the last Board Meeting on June 13th, 2023 be paid. Bills in the amount of \$152,895.32 were audited and paid from the General Fund. Bills in the amount of \$125,665.34 were audited and paid from the Highway Fund. Bills in the amount of \$22,089.96 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$1,147.00 were audited and paid from the Port Kent Water Departments. Bills in the amount of \$2,338.90 were audited and paid from the Village Debt. Bills in the amount of 86.00 were audited and paid from the Trust & Agency. Bills in the amount of \$9,191.78 were audited and paid from the Town of Chesterfield Water Project. Bills in the amount of \$11,161.84 were audited and paid from the ROOST Fund. Bills in the amount of 66.00 were audited and paid from the HRA. The total of all bills since last meeting was \$324,642.14.

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

#94 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 informed the Board the Christmas Committee is beginning to start their planning for this year.

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

Councilman Mitchell asked about the Church of Hope downtown. Is it closed? As of right now yes, due to insurance issues.

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

Highway Superintendent Champine informed the Board the Dugway Road Project is complete. Thwait's Excavating did a good job and Highway Superintendent Champine is hearing lots of compliments on the work. He asked the Board of any progress on the Courthouse door.

Supervisor Barber informed the Board the Town Office roof is leaking in 2 spots.

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

#95 Resolved: To enter into Executive Session to discuss a water bill and a property assessment at 7:32 PM.

The Board returned to Regular Session at 8:04 PM with no decisions made.

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

#96 Resolved: To enter into Stipulation of Settlement of tax assessment challenge related to tax map parcel number 4.20-3-10.000 to reduce current assessed value from \$363,700 to \$335,000, an assessment difference of \$28,700.

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

#97 Resolved: To approve the settlement of a water bill as discussed.

Supervisor Barber will discuss the Town's next steps on the unsafe structure and check with NYSEG on power.

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

#98 Resolved: That with no further business to come before this Town Board Meeting, this meeting could be adjourned at 8:10 P.M.

Bruce Bourgeois

Town Clerk

