

***Minutes of the Town of Chesterfield Regular Town Board Meeting Held on Tuesday, March 8th, 2022 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 Town Board Meeting to order at 6:00 PM

Everyone stood for the Pledge of Allegiance.

**Those Present:**

<b>Supervisor</b>	<b>Clayton Barber</b>
<b>Town Clerk</b>	<b>Bruce Bourgeois</b>
<b>Councilman</b>	<b>David Gload</b>
<b>Councilman</b>	<b>Richard Klages</b>
<b>Councilman</b>	<b>Patrick “Bill” Mitchell</b>
<b>Councilman</b>	<b>John Casey</b>
<b>Town Attorney</b>	<b>Michael McCormick</b>
<b>Supt. Of Highways</b>	<b>John “Jay”Champine</b>

**Guests Present:**

<b>Walter Chmura</b>	<b>Steve Sucharski (Ausable Deputy Town Supervisor)</b>
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Upon a motion by Councilman Klages and seconded by Councilman Gload and unanimously carried it was

**#46 Resolved: That the reading of the minutes of the Regular Town Board Meeting of February 24th, 2022 be dispensed with.**

Supervisor opened the floor to public discussion.

Walter Chmura questioned the Board on recusal of the Chairman of Board of Assessment Review concerning reduction of that person's assessment. Supervisor Barber responded he had spoken to the County Attorney and everything was as it should be. There was no further comment from the Board.

Supervisor Barber presented the Board with a letter from the Keeseville and Harkness United Methodist Church requesting usage of the Port Douglas Beach for an Easter Sunrise Service at 6:00 AM, Sunday, April 17<sup>th</sup>, 2022 for approximately ½ hour. The public is invited to attend. Supervisor Barber informed the Board there will not be a bonfire on the beach and the Church will do clean up. Supervisor Senecal from the Town of Ausable is supportive.

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

**# 47 Resolved: To allow the Keeseville & Harkness United Methodist Churches usage of the Port Douglas Beach on Sunday, April 17<sup>th</sup> for an Easter Sunrise Service from 6:00 AM until the service is completed.**

Supervisor Barber presented the Board with a letter from NY State DEC stating agreed amount of reimbursement for the Poke-O-Moonshine steward for the 2022 season is \$9,344. During the past 2 years, the Town has not paid more than that but the Supervisor would like to enter into an agreement with the Friends of Poko that the Town would be reimbursed 100% for any amount over the DEC amount.

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

**#48 Resolved: To authorize Supervisor Clayton Barber to enter into an agreement with Friends of Poko outlining specific reimbursement of the Town of Chesterfield concerning stewardship of Poke-O-Moonshine.**

Supervisor Barber presented the Board a letter from Moore's Recycling proposing purchasing parcels in the Town of Chesterfield Industrial Park and parcel on Thompson Road. After some discussion, the proposal was tabled.

Supervisor Barber informed the Board clerical errors were noticed in the 2022 budget. The Town should put the excess on the contingency line.

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

**#49 Resolved: To increase the contingency line, 19904.1, from \$20,000 to \$46162.14 to balance the 2022 Town of Chesterfield Budget.**

Supervisor Barber informed the Board Sue Piccard, as representative of Friends of the North Country, will make a presentation at the Town's April Board Meeting on grants for housing rehabilitation or mobile home replacement for low and moderate income residents. He added there are 2 mobile home replacements moving forward already on Port Douglas Road and Hollywood Avenue.

Supervisor Barber informed the Board Highway Superintendent Champine requests, once the AUD is complete, that the Board establish a Highway Capital Reserve Fund for equipment purchases. Councilman Mitchell noted the Highway Department needs to cover the equipment the department already has and might want to reserve money for additions to the Highway Garage. Superintendent added the requirement of a salt shed is coming in the future.

Upon a motion by Councilman Casey and seconded by Councilman Gload and carried with Councilman Mitchell opposed it was

**#50 Resolved: To appropriate any increase in Highway Department fund balance be transferred to a Highway Capital Improvement Fund for future emergency repairs or equipment purchases.**

Supervisor Barber informed the Board Essex County is giving each town funding through COVID relief. Chesterfield's share is \$37138.06. This is not coming from the tax levy but are supplemental funds from the federal government. The Supervisor proposed to give portion of this fund to hourly employees who worked through the pandemic. This will not apply to elected officials. Only employees presently employed are eligible contingent on being fully vaccinated or vaccinated within 30 days. Supervisor Barber asked the Board to consider his proposal and the Board will vote at the April Board Meeting. The Board could also consider improvements to Jaycee and Port Kent Parks.

Supervisor Barber informed the Board the Town purchased a second computer for water billing and maintenance. The County will help setting up the communication between the two computers but the Town needs to purchase the software for the new computer.

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

**#51 Resolved: To purchase Williamson water billing software for \$895 for a second computer for the water departments.**

Supervisor Barber informed the Board there is a discrepancy between the bank and accounting with the bank showing more funds than accounting. Clerk to the

**Supervisor Ocasio is working on finding the missing entries and will continue to work on January and February, 2022.**

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

**#52 Resolved: To accept the Supervisor's Report for the month of December, 2021.**

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

**#53 Resolved: That all audited bills presented to the Town Board be paid. Bills in the amount of \$7,988.46 were audited and paid from the General Fund. Bills in the amount of \$10,147.70 were audited and paid from the Highway Fund. Bills in the amount of \$10,169.82 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$1643.41 were audited and paid from the Port Kent Water Department. Bills in the amount of 324.12 were audited and paid to Trust & Agency for employee supplementary insurance.**

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

**#54 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 that the Spring Season is close which means young wildlife on Lake Street in Port Kent which means the Town might want to revisit rumble strips by Wickham Marsh.**

**Supervisor Barber offered the courtesy of the floor to the Councilmen.**

**Councilman Mitchell asked when the Personnel Committee could meet to work on the Town of Chesterfield's Personnel Handbook.**

**Supervisor Barber replied there is a program, probably used to author the current handbook. Clerk to the Supervisor Ocasio will be glad to help with that once she is caught up in her office.**

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

**Highway Superintendent Champine informed the Board the John Deere tractor that was approved last meeting is now delayed until at least after the summer season.**

**The town has an opportunity to purchase a 2021 version from HP Fairfield with 4 hours' usage, and a better boom. He advised the Board to take the used one before another municipality took advantage.**

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

**#55 Resolved: To rescind motion #37 of 2022 allowing Highway Superintendent Champine to purchase a new John Deere tractor from United Construction and Forestry.**

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

**#56 Resolved: To allow Highway Superintendent Champine to proceed in negotiations with HP Fairfield for a 2021 VT1 John Deere with 21-foot boom and 50-inch rotary head not to exceed \$145,000 with additional cost of a loader.**

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

**#57 Resolved: That with no further business to come before this Town Board meeting, this meeting could be adjourned at 7:00 P.M.**

**Bruce Bourgeois**

**Town Clerk**