

Minutes of the Regular Town Board Meeting Held on Tuesday, May 13, 2025 at the Town of Chesterfield Office. 1 Vine Street, Keeseville, County of Essex, State of New York, Pursuant to Due Notice.

Supervisor Barber called the 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: Mark Cowen

Supt of HW: John "Jay" Champine was excused.

Guests Present:

Romeyn Prescott	Harrison Blaise	Garret Richards
Avery Latrell	Nicole Richards	Kyliee Stoker
Robert Stoker	John Lacy	Andy Prescott
Walter Chmura		

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

#94 Resolved: That the reading of the minutes of the Public Hearing and Regular Board Meeting of April 15, 2025 be dispensed with.

Supervisor Barber reminded the Board of 2 resolutions needed for the Comprehensive Plan Update.

On a motion of Councilman Mitchell, seconded by Councilman Gload the following resolution was duly adopted:

#95 Resolution Adopting SEQRA Negative Declaration on Comprehensive Plan Update

WHEREAS, the Town Board of the Town of Chesterfield has considered the proposed Town of Comprehensive Plan; and

WHEREAS, the Comprehensive Plan is a Type 1 action pursuant to the State Environmental Quality Review Act (SEQRA), 6 NYCRR 917.4(b)(1); and

WHEREAS, on March 11, 2025, the Town Board initiated the required coordinated review with involved agencies to declare and serve as lead agency under SEQRA per Resolution #67:25; and

WHEREAS, no objections were received from involved agencies after 30 days for the Town Board serving as lead agency; and

WHEREAS, a public hearing was noticed and duly remained open between April 15, 2025 to May 13, 2025 to consider the adoption of the Comprehensive Plan and the environmental significance of the proposed action; all persons interested in the subject thereof were duly heard; and the Town Board has carefully considered and weighed the input from the public; and

WHEREAS, pursuant to SEQRA, the Town of Chesterfield prepared Parts 1 and 2 of the Full Environmental Assessment Form (FEAF); and the Town Board has duly reviewed the EAF and has considered the criteria contained in 6 NYCRR 617.7© to determine whether the proposed action will have a significant impact on the environment.

RESOLVED:

1. That the Town Board of the Town of Chesterfield does hereby determine that the proposed adoption of the Comprehensive Plan will NOT have a significant adverse impact on the environment; and
2. That the Town Board adopts the findings and conclusion relating to probable environmental impacts contained within the attached Full Environmental Assessment Form (EAF) and Negative Declaration and authorizes the Town Supervisor to execute the EAF and for the Town Clerk to file the Negative Declaration in accordance with the applicable provisions of the law.

ROLL CALL VOTE

Town Supervisor, Clayton Barber AYE

Councilman, Richard Klages AYE

Councilman, John Casey AYE

Councilman, David Gload AYE

Councilman, Patrick "Bill" Mitchell AYE

On a motion by Supervisor Barber and seconded by Councilman Klages the following resolution was duly adopted:

#96 Resolution Adopting Comprehensive Plan Update

WHEREAS, 27a of the New York State Town law recognizes importance of undertaking town comprehensive planning and land use regulations to facilitate the protection, enhancement, growth and development of the Town and to promote the health, safety and general welfare of its citizens; and

WHEREAS, the Town's existing 1977 Comprehensive Plan has not been updated since its adoption; and

WHEREAS, the Town Board has appointed the Comprehensive Plan Committee (CPC) in an advisory role to prepare a Comprehensive Plan for the Town of Chesterfield on February 8, 2022 (Town Board Resolution 21 of 2022); and

WHEREAS, the planning process to update the Comprehensive Plan has included a review of past planning efforts and analysis of existing conditions; and

WHEREAS, the CPC prepared a draft Comprehensive Plan that involved the consideration of substantial public engagement including an on-line survey from April 30, 2024 to June 30, 2024, one informational pop-up station at the Keeseville Community Clean-up on April 20, 2024, two in-person public workshops on April 30, 2024 and August 21, 2024, eight(8) stakeholder group meetings on June 27, 2024(virtual), June 28, 2024(virtual), July 15, 2024(virtual), July 18, 2024(in-person); and

WHEREAS, the draft Comprehensive Plan reflects the needs of today, identifies a vision for the future, and examines a range of topic areas, including history and place-making, housing, economic vitality, transportation, mobility and access, parks, recreation, and open space, agriculture, sustainability and resiliency, and telecommunications; and

WHEREAS, the CPC conducted a public hearing on February 6, 2025 in accordance with Town Law 272.a.6(b) and held a written public comment period from January 21, 2025 to February 14, 2025; and

WHEREAS, the CPC has considered written and verbal public comments and identified modifications to the draft Comprehensive Plan as noted; and

WHEREAS, the CPC unanimously voted to advance the draft Comprehensive Plan to the Town Board on February 20, 2025; and

WHEREAS, on March 11, 2025, the Town Board initiated the required coordinated review with involved agencies to declare and serve as lead agency under SEQRA per Resolution 67:25; and

WHEREAS, the Town Board referred the draft Comprehensive Plan to the Essex County Planning Board for review, as required by Section 239-m of the General Municipal Law per 66:25; and

WHEREAS, no objections were received from involved agencies after 30 days for the Town Board serving as lead agency; and

WHEREAS, the Town Board held a public hearing to solicit public comment on the draft Comprehensive Plan as required by New York State Law 272-a which remained open from April 15, 2025 to May 13, 2025; and

WHEREAS, the Town Board modified the draft Comprehensive Plan to reflect comments received from the public through the public hearing process; and

WHEREAS, the Town board declared itself lead agency and issued a SEQRA Negative Declaration per 6 NYCRR Part 617; and

Resolved:

1. That the Town board of the Town of Chesterfield hereby adopts the proposed Comprehensive Plan.
2. The Town Board directs the Plan to be periodically reviewed per Town Law 272-a (10) at least every five (5) years.
3. 3. The Plan shall be filed in the office of the Town clerk and a copy thereof filed with the Albany County Planning Board as required by Town Law 272-a (12).

Roll Call Vote

Town Supervisor, Clayton Barber AYE

Councilman, Richard Klages AYE

Councilman, John Casey AYE

Councilman, David Gload AYE

Councilman, Patrick "Bill" Mitchell AYE

Supervisor Barber presented a letter to the Board from River Rat Properties expressing interest in 1 or 2 lots at Commerce Park for storage buildings. Supervisor Barber has spoken to Jody Olcott from Essex County IDA to make sure the proposed project is abiding by restrictions. He believes River Rat should not be offered prime spots up front but maybe lot 5 or 6. Andy Prescott spoke up and offered the Planning Board should be the contact entity and then would recommend options to the Town Board. He offered to help Supervisor Barber draw up a letter. John Lacy asked if the Thompson Road property might be better suited for storage facilities. Supervisor Barber responded Thompson Road properties were being planned for another project.

Supervisor Barber presented another letter recommending speed change at Chasm bridge with the State's response recommending no change. This brought up a conversation on Finnegan's Corner on Mace Chasm Road. Supervisor Barber spoke to Jim Dougan from Essex County and the County will allow the Town of Chesterfield to put up any sign it feels needed to make that intersection safer.

Supervisor Barber offered the courtesy of the floor to Town Officials.

Town Clerk Bourgeois presented the Board with the April Clerk Report noting the rise in building permit income. He gave a brief summary of Keeseville 250 committee and noted issues with needles by the walking bridge.

Councilman Gload mentioned the Youth Commission did not meet. Supervisor Barber met with Supervisor Bresett from the Town of Ausable and the Youth Commission has received the Commission's Budget sheet.

Supervisor Barber updated the Board on the Spring Cleanup. There was some confusion from constituents on bagging leaves for the Water Department to pick up. The Highway Department will pick up unbagged leaves while sweeping the roads but only as they sweep, not before or after. He spoke to the new Clerk at the Port Kent Post Office. Dan Costin and Brooke Champine will clean windows there and the new clerk will work on inside maintenance.

Supervisor Barber noted more blighted properties on Giddings Road. Town Attorney Cowen added Public Hearings on blighted properties should be on separate days than Board Meetings especially if doing in batches. Supervisor Barber said from \$6000- \$9000 would be added to each property's tax bill for Town involvement to bring blighted properties to standards. Trent Gravelle takes over for Mike Boynton as Code Officer June 1.

There was no Public Comment.

Supervisor Barber reminded the Board of the Rabies Clinic at the Knights of Columbus June 26th. He has given a list of overdue licenses to the Dog Control Officer. The Board should begin thinking of fines for overdue and unlicensed dog licenses.

Supervisor Barber gave an update on the NY Forward Grant the Towns of Ausable and Chesterfield has received. The Town will post updates on upcoming meetings on the Town website and the clerk FB page.

Supervisor Barber opened a discussion on the opening of the Port Douglas Beach this summer. There is enough interest right now to be able to have 2 lifeguards 7 days a week from 11-6 beginning last week in June through Labor Day. Pay is minimum wage unless over 18 with enough management skills to do schedule. Supervisors Barber and Bresett, Chairman Bruno and Highway Superintendent Champine will help monitor. Andy Prescott asked if any would be trained on blue-green algae contamination. Supervisor Barber noted all would have some training. The opening is not set in stone but this is the plan. The youth program at the school is shortened to 4 weeks, 4 days a week which allows for more lifeguards for the beach.

Supervisor Barber informed the Board the unisex bathrooms at JC Park will be in service this year. There is an overhead door on one of the storage buildings that need to be replaced.

Supervisor Barber informed the Board the Keeseville Youth Commission Members must be appointed for 2025.

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

#97 Resolved: To appoint Charles Arthur, Scott Bresett, Justin Buck, Sean Ganter, Jodi Lattrell, Katie Lee, Jessica Sayward, Tom Smith, Kem Bruno and Eric Buzzell to the Keeseville Youth Commission with Ken Bruno as Chairman and Eric Buzzell as Treasurer.

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

#98 Resolved: To accept the Supervisor's Report for April 2025, a copy of which can be viewed in the office of the Town Clerk.

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

#99 Resolved: To adopt any Budget Amendments since April 15, 2025.

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

#100 Resolved: To accept water billing with any adjustments for the period March1- April 15, 2025.

Supervisor Barber informed the Board water readings will be done the end of May. The Water Department is hoping the water audit shows an improvement in both districts with the lateral repair in Port Kent and the installation of the water meter at the Civic Center. The Water department still needs to install and read meters at the Town of Ausable Court and Police Station, Town of Ausable Sewer and Keeseville Library. These are non-billed accounts but will help account for all water produced and aid in identifying any issues.

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

#101 Resolved: To pay all bills and credit card use received since April 15, 2025. Bills in the amount \$41,781.75 were audited and paid from the General Fund. Bills in the amount of \$33,360.12 were audited and paid from the Highway Fund. Bills in the amount of \$20,772.66 were audited and paid from the Town of Chesterfield Water District. Bills in the amount of \$1,551.38 were audited and paid from the Port Kent Water District. Bills in the amount of \$3,275.00 were audited and paid from Village Debt. Bills in the amount of \$1,466.80 were audited and paid from Compaction Station. Bills in the amount of \$5,773.28 were audited and paid from the TCWD Project. Bills in the amount of \$312,694.66 were audited and paid from the Salt Shed Project. The total of all bills received since April 15, 2025 were \$420,675.65.

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

#102 Resolved: That all letters brought before this Board be filed.

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

#103 Resolved: That with no other business to come before this board, this Regular Board Meeting of the Town of Chesterfield be adjourned at 6:53 PM.