

Minutes of the Town of Chesterfield Town Board Meeting held on December 1,2020 at 7:00 PM at the Town of Chesterfield Office, 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 7:00 P.M.

Everyone stood for the Pledge of Allegiance.

Those Present Were:

Supervisor: Clayton Barber

Town Clerk: Bruce Bourgeois

Councilman: David Gload

Councilman: Rick Klages

Councilman: Patrick "Bill" Mitchell

Town Attorney Michael McCormick

Supt. of Highways John "Jay" Champine

Guest Present: Laura Ocasio (Clerk to the Supervisor)

John Casey

Supervisor Barber opened the meeting with everyone in attendance wearing appropriate masks and social distancing. Due to COVID concerns, the public was not able to attend. Clerk Ocasio filmed the meeting.

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

#156 Resolved: That the reading of the minutes of the November 5th Town Board meeting be dispensed with.

Supervisor Barber congratulated incoming Councilman John Casey and welcomed him to the Town Board.

Supervisor Barber informed the Board that Titan Roofing is almost done with the top sheeting on the Highway Garage roof and work should be complete in another week. The Town received a quote

from Bigass Fans for 2 fans with 8 or 10 foot blades for \$13500 including installation. The warranty is 7 years mechanical and 3 years electrical. These will replace the smaller fans and allow for better air flow.

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

#157 Resolved: To purchase 2 industrial fans from Bigass fans for a total of \$13500 including installation.

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

#158 Resolved: To designate the Shunpike Road from the end of the blacktop to the Highlands Road, Harm’s Way off of Corlear Bay Road and the upper end of Dog Hill Road as limited use highways from December1,2020 to May 1,2021.

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

#159 Resolved: To rescind Resolution #84, Standard Work Day Resolution, from July 7th,2020.

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

#160 Resolved: That due to guidelines provided by NYS Retirement System of a standard work day being no less than 6 hours and no more than 8 hours, the Town of Chesterfield adopts Standard Work Day Hours as follows:

Supervisor	7 hours
Clerk to the Supervisor	7 hours
Court Clerk	8 hours
Town Clerk	6 Hours
Tax Collector	6 hours
Councilman	6 hours
Super of Highways	8 hours
Town justice	6 hours

Town Attorney	6 hours
Motor Equip Operators	8 hours
Laborers	8 hours
Water Operators	8 hours

Supervisor Barber provided the Board a report of 2021 salaries for all hired, elected or appointed employees of the Town of Chesterfield.

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

#161 Resolved: To accept the report of 2021 salaries and hourly wages of all hired, appointed, and elected Town of Chesterfield employees from Supervisor Clayton Barber. This report can be found in the Town Clerks Office.

Supervisor Barber gave the Town Board a hand out from AES with additional projects relating to the Town Water Project. Supervisor Barber tasked the Councilman to read through the report and discussion will be held at the End of Year Meeting.

Supervisor Barber informed the Board that Town Justice, Town Clerk and Town Tax Collector Audits must be completed by the End of Year Meeting.

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

#162 Resolved: To schedule the End of Year Meeting for December 17th, 2020 at 6:00 PM at the Town of Chesterfield Town Office, 1 Vine Street, Keeseville, NY.

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

#163 Resolved: To schedule the 2021 Organizational Meeting for Jan 5th, 2021 at 6:30 with the regular Board Meeting to follow at the Town of Chesterfield Town Office, 1 Vine Street, Keeseville, NY.

Supervisor Barber informed the board that there will be a workshop on the high deductible insurance from Burnham on December 15th at 9:30 with a snow date of December 16th at 9:30.

Supervisor Barber asked Town Clerk Bourgeois to read the results of the ROA of Town Attorney McCormick that will be posted for 30 days.

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

#164 Resolved: To pass the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for Town Attorney Michael McCormick. Town Attorney McCormick has submitted his ROA for 3 months and his calculated days worked monthly is 2028 days. This form will be posted on the Town website and the Town Clerk bulletin board for a period of 30 days, then submitted per NYLRS requirements.

Supervisor Barber informed the Board that Gary Majewski will be retiring at the end of the year as Code Enforcement Officer.

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

#165 Resolved: To advertise and accept applications for Code Enforcement Officer of the Town of Chesterfield, NY.

Supervisor Barber informed the Board that Richard Garcia and Chairman Joseph Theroux have tendered resignations from the Board of Assessors, Bobby Enfinger tendered his resignation from the Planning Board and Richard Garcia tendered his resignation as Chairman of the Youth Commission. The Town is actively looking for replacements.

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

#166 Resolved: To accept the Supervisor's Financial Report for November, 2020 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 Mitchell and seconded by Councilman Klages and unanimously carried it was

#167 Resolved: That all audited bills presented to the Town Board be paid. Bills in the amount of \$29,810.57 were audited and paid from the General Fund. Bills in the amount of \$9334.15 were audited and paid from the Highway Fund. Bills in the amount of \$6098.03 were audited and paid from the TCWD Fund. Bills in the amount of \$2286.96 were audited and paid from the PKWD. Bills in the amount of \$36.01 were audited and paid from the Port Kent Lighting District. Bills in the amount of \$616009.87 were audited and paid from the TCWD Project.

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

#168 Resolved: That all letters brought before the Board may be filed.

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

#169 Resolved: That with no further business to come before this Town Board Meeting this meeting could be adjourned at 8:15 PM.

Bruce Bourgeois

Town Clerk