

**Minutes of the Town of Chesterfield Organizational & Regular Town Board Meeting Held on Tuesday, January 9th, 2024 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 Organizational Meeting to order at 5:38 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 (excused)</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 (entered meeting at 5:38)</b>

**Guests Present:**

<b>Walter Chmura</b>	<b>Gary Friedrich</b>
<b>David Bashaw</b>	<b>Alexandra Gravatt</b>

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

**#1 Resolved: That the Regular Board Meetings for the Town Board of the Town of Chesterfield shall be scheduled for the second Tuesday of each month at 6:00 PM.**

**Supervisor Barber reminded the Board Town Attorney McCormick has already been appointed for the 2024 year.**

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

**#2 Resolved: To re-appoint Town Clerk Bruce Bourgeois as Registrar of Vital Statistics for the Town of Chesterfield for 2024.**

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

**#3 Resolved: To re-appoint Andrew Prescott as Chairman of the Town of Chesterfield Planning Board with term ending December 2026, Member Mark Allen with term ending December, 2028, Member Greg Zais with term ending December, 2027, Member Terry Jandreau with term ending December, 2025 and member James Wheelin with term ending December,2024.**

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

**#4 Resolved: To appoint Russell Pray Chairman of the Zoning Board of Appeals for the Town of Chesterfield for a two-year term with Members Robert Armstrong appointed for a one-year term, Darwin Nolan appointed for three- year term and Maurice Bresette appointed for a four- year term.**

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

**#5 Resolved: To re-appoint Kim Golden as Chairman of the Board of Assessment Review for the Town of Chesterfield with a term of three years, Member Mary Dixon with a term of two years and Russell Pray with a term of four years.**

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

**#6 Resolved: to re-appoint Patricia Osier Sole Assessor for the Town of Chesterfield for 2024.**

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

**#7 Resolved: To re-appoint Cindy Bourgeois Deputy Tax Collector for the Town of Chesterfield for 2024.**

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

**#8 Resolved: To appoint Laura Ocasio Deputy Town Clerk and Deputy Registrar of Vital Statistics for the Town of Chesterfield for 2024.**

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

**#9 Resolved: To reappoint Councilman Patrick Mitchell Deputy Supervisor for the Town of Chesterfield for 2024.**

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

**#10 Resolved: To reappoint Laura Ocasio Clerk to the Supervisor of the Town of Chesterfield for 2024.**

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

**#11 Resolved: To appoint Jennie King Dog Control Officer for the Town of Chesterfield for 2024.**

**Supervisor Barber asked Town Clerk Bourgeois to post that owners of dogs can license dogs without penalty until March 1<sup>st</sup>, 2024 after which they will be subject to tickets and fines if they are in possession of unlicensed dogs.**

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

**#12 Resolved: To appoint Michael Boynton Code Enforcement/ Zoning Officer for the Town of Chesterfield for 2024.**

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

**#13 Resolved: To authorize TD Bank in Peru and Plattsburgh as depositories of Town of Chesterfield Court Systems, Glens Falls National Bank as depositories of Town of Chesterfield Multifund, Trust and Agency, CDBG and HRA, Town Clerk and Town Tax Collector accounts and NYClass for interest bearing accounts for General, Highway and Town of Chesterfield Water District for 2024.**

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

**#14 Resolved: To bond Christine Morrow, Laura Ocasio, Danny Costin, Richard Rock, Bruce Bourgeois and Clayton Barber as collectors of money for the Town of Chesterfield for 2024.**

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

**#15 Resolved: To accept the Town of Chesterfield's Sexual Harassment, Ethics, Procurement and Investment Policies for 2024.**

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

**#16 Resolved: To designate the Sun Community as official newspaper and pursuant to Town Law, section64(11), as newspaper for publication for all legal notices for the Town of Chesterfield for 2024.**

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

**#17 Resolved: To approve all BONDS and BANS for the Town of Chesterfield and Port Kent Water Districts for 2024.**

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

**#18 Resolved: To appoint Councilman Klages as Local Disaster Coordinator for the Town of Chesterfield for 2024.**

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

**#19 Resolved: To appoint Councilman Klages as representative for the Town of Chesterfield to the Cable Commission with Councilman Casey as alternate.**

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

**#20 Resolved: To reappoint Councilman Gload as liaison to the Keeseville Youth Commission for the Town of Chesterfield for 2024.**

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

**#21 Resolved: To appoint Supervisor Barber as representative of the Town of Chesterfield to the Association of Towns and Villages with Councilman Mitchell as alternate for 2024.**

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

**#22 Resolved: To appoint Councilman Casey and Gload as the Labor Relations Committee for the Town of Chesterfield for 2024.**

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

**#23 Resolved: To appoint Councilmen Mitchell and Gload as the Personnel Committee for the Town of Chesterfield for 2024.**

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

**#24 Resolved: To authorize Town Supervisor Barber to sign contracts for 2024 with the Friends of Poko, Lakes to Locks, Keeseville Senior Citizens Club, Keeseville Business Association, Keeseville Free Library, Anderson Falls Museum, Keeseville Youth Commission, North Country SPCA and the Town of Ausable for shared services.**

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

**#25 Resolved: To adjourn the Town of Chesterfield Organizational Meeting and enter the Regular Board Meeting at 5:55 PM.**

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

**#26 Resolved: That the reading of the minutes of the End of Year Meeting of the Town of Chesterfield held on December 27th, 2023 be dispensed with.**

**Supervisor Barber opened the floor for the public to address the Board.**

**Walter Chmura expressed satisfaction for the landscaping contract at Watson Park and suggested the Town put out to bid all of the parks under Town of Chesterfield control. This may save money and free up Town employees to address other issues. This opened up a wide discussion about usage of the parks and the upkeep that goes into them.**

**Supervisor Barber informed the Board the Unsafe Structural Building Law has been edited. He asked Town Attorney McCormick to review again before submitting it as a local law. The Town would like to adopt it at the February Meeting.**

**Supervisor Barber informed the Board NYSERDA needs a full quote for the use of the \$5000 grant for window replacement at Town of Chesterfield offices. Russell Pray has generously completed a scope of work to enable the Town to submit bid requests.**

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

**#27 Resolved: To request bids for window replacement at the Town of Chesterfield Office as per scope of work completed by Russell Pray to be opened at the February 13<sup>th</sup> Town Board Meeting.**

**Supervisor Barber asked town Clerk Bourgeois to post legal notices in the Sun Community Paper and the Clerk's Face Book page**

**Supervisor Barber informed the Board he received an amendment recommended by AES for the Raw Water Intake Project at the Town of Chesterfield Water District. The amendment is still within the cost analysis of the Project and would not require additional funds.**

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

**#28 Resolved: to accept the proposed amendment recommended by AES to the Raw Water Intake Project at the Town of Chesterfield Water District.**

**Supervisor Barber informed the Board he has received the annual Performance Report from the Friends of the North Country. This needs to be submitted to the State by the end of the month.**

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

**#31 Resolved: To accept the annual Performance Report from the Friends of the North Country for submission to New York State.**

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

**#32 Resolved: To continuously put forth good faith efforts to affirmatively further fair housing.**

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

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

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

**#32 Resolved: That all audited bills presented to the Town Board since the last Board Meeting on December 28<sup>th</sup>, 2023 be paid. Bills in the amount of \$13,758.85 were audited and paid from the General Fund. Bills in the amount of \$14,477.13 were audited and paid from the Highway Fund. Bills in the amount of \$11,112.71 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$1,096.98 were audited and paid from the Port Kent Water Departments. Bills in the amount of \$5,631.52 were audited and paid from the CDBG Grant. Bills in the amount of \$86.00 were audited and paid from the Trust & Agency. Bills in the amount of \$3,174.62 were audited and paid from the Town of Chesterfield Compact Station. Bills in the amount of \$6,278.74 were audited and paid from the TCWD Project. Bills in the amount of \$375.00 were audited and paid from the APGCD. Bills in the amount of \$48.97 were audited and paid from the ROOST Fund. The total of all bills since last meeting was \$56,040.52.**

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

**#33 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 taxes were coming in briskly with over \$500,000 entered already. Governor Hochol signed legislation changing all state-wide elections to even numbered years. Everyone elected in 2023 will fill out their 4 year terms. For elections in 2025 and 2027, the terms will only be for 3 years to get into the proper rotation.**

**Supervisor Barber offered the courtesy of the floor to Town Attorney McCormick.**

**Town Attorney McCormick had no updates.**

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

**Councilman Casey asked about a generator for the Town Highway Garage with all the crazy weather. Supervisor Barber added Water Superintendent Winter is getting quotes for 2 backup generators. One for the Highway Garage and one for the Water Plant.**

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

**Highway Superintendent Champine asked the Board on status of lifeguards which opened a discussion on the summer program at the school. The Town cannot compete with the pay structure and college aid of the summer program.**

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

**#34 Resolved: To enter into Executive Session to discuss personnel matters at 6:38 PM.**

**The Board returned to Regular Session at 7:55 with no decisions being made.**

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

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

**Bruce Bourgeois**

**Town Clerk**

