

Minutes of the Town of Chesterfield Public Hearing and Regular Board Meeting Held on Tuesday, Oct 14, 2025 at Town of Chesterfield Office, 1 Vine Street, Keeseville, County of Essex and State of New York, Pursuant to Due Notice.

Supervisor Barber called the Public Hearing to Order at 5:30 PM.

Everyone stood for the Pledge of Allegiance.

Town Clerk Bourgeois read the legal notice for the Public Hearing.

Supervisor Baber informed the public there were three workshops to keep the Budget under the 2% tax cap with \$50,000 draw from Fund Balance. There is a 10.6% increase in health insurance premiums for active employees and a 15% increase for retirees.

Supervisor Barber opened the floor to public comment.

With no public comment, Supervisor Barber closed the Public Hearing and opened the Regular Board Meeting at 5:33 PM.

Those Present:

Supervisor: Clayton Barber

Town Clerk: Bruce Bourgeois

Councilman: David Gload

Councilman: Patrick "Bill" Mitchell

Councilman: John Casey

Town Attorney: Mark Cowen

Supt. of HW: John "Jay" Champine

Code Officer: Trent Gravelle

Water Supt.: David Winter

Budget Officer: Laura Ocasio

Guests Present:

Greg Zais Diana Zais William Lyons Harrison Blaise

Andy Prescott John Lacy Walter Chmura Tamera Mrose

Warren Pray Randy Pray Marion English Barbara Donela

Kathie LaBombard Zoanne Schnell

Supervisor Barber opened the meeting with a moment of silence for Shelley Davis.

Upon a motion by Supervisor Barber and unanimously seconded by the Town Board it was

#162 WHEREAS, Shelley Ann Davis (ne' hoffert), a resident of Cinnamon Ridge in the Town of Chesterfield, passed away on October 2, 2025; and

WHEREAS, Shelley was a beloved Mother, Grandmother and Wife who touched the lives of countless individuals through her warm spirit, generous heart, and tireless efforts to uplift those around her, leaving an indelible mark on the fabric of the Town of Chesterfield; and

WHEREAS, Shelley faithfully served the residents of the Town of Chesterfield as Clerk to the Supervisor for 3 Supervisors over the course of more than 40 years, and Town Assessor for many years; and

WHEREAS, Shelley was also a dedicated member of the Keeseville Knights of Columbus Auxiliary and Town of Chesterfield Democrat Committee; and

WHEREAS, the Town of Chesterfield has been deeply saddened by the passing of Shelley Davis, a cherished member of our community whose life exemplified kindness, dedication and unwavering commitment to family, friends, and neighbors; and

WHEREAS, the Town of Chesterfield recognizes the profound loss felt by Shelley's beloved family, who mourn the absence of such an extraordinary soul;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Chesterfield, on behalf of the entire community, extend its deepest condolences to the family and loved ones of Shelley Ann Davis.

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

#163 Resolved: That the minutes of September 9, 2025 be accepted and the reading of those minutes be waived.

Supervisor Barber informed the Board the second Tuesday in November falls on Veteran's Day so the Board must reschedule the Regular Board Meeting.

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

#164 Resolved: To change the Regular Board Meeting of November, 2025 from Tuesday, November 11, 2025 to Thursday, November 6, 2025.

Supervisor Barber informed the Board of the need to schedule a Public Hearing for both the Preliminary budget and decisions on the Thompson Road property. He noted all the work done by the Board and Budget Officer Ocasio for the betterment of the community over the last 5 years. The Preliminary Budget will remain under the tax cap. The Public hearing will introduce any changes to the Tentative Budget.

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

#165 Resolved: To schedule a Public Hearing Thursday, November 6, 2025 at 5:30 PM to present the 2026 Preliminary Budget with another Public Hearing immediately following for the public to address concerns or questions for the transferring of property on Thompson Road, owned by the Town of Chesterfield, to the Essex County Land Bank with the Regular Town Board Meeting to immediately follow.

Supervisor Barber tasked Town Clerk Bourgeois to submit the legal notice to the Sun newspaper.

Supervisor Barber recognized Planning Board Chairman Andy Prescott to give a presentation on the Climate Smart program.

Mr. Prescott explained the Climate Smart Resolution is needed to upgrade the Town of Chesterfield Zoning Law and make them more user friendly. This Resolution gives the Town “extra points” in obtaining grants for the Town for help with updating the Zoning Law.

Greg Zais added New York State is incentivizing municipalities to look at ways to save money from fossil fuels and to make them climate proof. The grant money is an astounding overlap to Hazard Mitigation and Smart Street Grants. The Towns of Lewis and Jay are already in the program with the Town of Jay being provided solar panels for their Highway Garage but there are very few others state-wide.

Mr. Prescott informed the Board January 9, 2026 is the deadline to apply so time is of the essence to proceed.

Councilman Gload asked if the Town of Jay had a grant writer which no one could answer.

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

#166: WHEREAS, the Town of Chesterfield(hereinafter “local government”) believes that climate change poses a real and increasing threat to our local and global environments and is primarily due to the burning of fossil fuels; and

WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and

WHEREAS, we believe the scale of greenhouse gasses (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

IT IS HEREBY RESOLVED that the Town of Chesterfield, in order to reduce greenhouse gas emissions and adapt to a changing climate, adopts the New York State Climate Smart Communities pledge, which comprises the following ten elements:

- 1) Build a climate-smart community
- 2) Inventory emissions, set goals, and plan for climate action
- 3) Decrease energy use
- 4) Shift to clean, renewable energy
- 5) Use climate-smart materials management
- 6) Implement climate-smart land use
- 7) Enhance community resilience to climate change
- 8) Support a green innovation economy
- 9) Inform and inspire the public
- 10) Engage in an evolving process of climate action

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

167 Resolved: To designate Greg Zais as Climate Smart Communities Chairman of the Town of Chesterfield Climate Smart Communities Committee.

Supervisor

Barber opened the floor to Town Officials.

Town Clerk Bourgeois gave an update on the Keeseville 250 Celebration and noted the 2025 Keeseville Holiday Celebration Committee is meeting next week. He informed the Board Dog Control Officer Hachigan was doing a super job with overdue dog licenses and following up with dog complaints. He announced there would be a "Meet the Candidate" forum at the Ausable Valley Grange Tuesday, October 21 from 6:30 PM – 8:00PM, noting all four candidates for Councilman were in attendance at the Board Meeting.

Supervisor Barber wished "good luck" to all the candidates.

Councilman Gload informed the Board the Town was responsible for safely storing the AEDs once the Fall season at JC Park is complete.

Supervisor Barber reminded Councilman Casey his services are needed to install timed door locks at JC Park and he has also committed to finding a heater for the compaction Station.

Town Attorney Cowen announced he has spoken with Town of Newcomb officials and Essex County Counsel and everyone agrees that there does not need to be a public referendum to transfer property on Thompson Road to the Essex County Land Bank.

Supervisor Barber recognizes Warren Pray from Boy Scout Troop 8005.

Mr. Pray distributed literature to and informed the Board his Eagle Scout project will be to refurbish the Honor Roll sign at Veteran's Park with weather-resistant materials. The estimated cost of the project is approximately \$3000. Part of the project requirements is to raise funds for it so there will be no cost to the Town. Supervisor Barber added money from ROOST might be available to close any gaps in funding.

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

#168 Resolved: To congratulate Warren Pray on his very much needed Eagle Scout Project to repair and refurbish the Honor Roll sign at Veteran's Park and to fully support his efforts in any way possible.

Supervisor Barber opened the floor for public comment.

Water Superintendent Winter approached the Board to inform them the Town of Chesterfield vac-truck was in need of repair again. Each time it needs repair it costs the Town several thousand dollars and eventually it will be irreparable. The Town of Chesterfield Water Department and the Town of Ausable Sewer Department shares the truck. New ones are not that much more expensive than used and there is a new one in Albany that would fit the bill. Water Superintendent Winter was asked what he preferred. Supervisor Barber mentioned he thought the Town had learned their lesson by purchasing used equipment. Water Superintendent Winter preferred the new option with warranty.

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

#169 Resolved: To allow Town of Chesterfield Water Superintendent Winter to purchase a new vac-truck from Joe Johnson in Albany for \$551,000, half to be paid by the Town of Chesterfield and half to be paid by the Town of Ausable pending their Town Board's approval.

Supervisor Barber informed everyone there were several parties interested in projects on the 20 acres on Thompson road owned by the Town of Chesterfield. The Essex County Land Bank seems to have the best offer to put in 6 cross mod houses while investing the upgrade of water and sewer systems. The tax revenue generated and the timing of development is most beneficial with the Town.

Town of Chesterfield Planning Board Chair Andrew Prescott added that this project would be considered a major subdivision and would need to come before the Planning Board for approval of the parcels.

#170: WHEREAS, the New York Not-for-Profit Law 1608(b) authorizes the Essex County Land Bank Corporation (the "Land Bank") to acquire real property by gift, devise, transfer, exchange, foreclosure, purchase, or otherwise; and

WHEREAS, pursuant to New York Not-for-Profit Corporation Law 160 (c) and (f), the Town of Chesterfield may transfer, and the Land Bank may accept transfers of real property from municipalities upon such terms and conditions as agreed to by the Land Bank; and

WHEREAS, on October 14, 2025 at the Town Board's regular scheduled meeting a motion was made by Supervisor Barber, seconded by Councilman Gload, and approved by roll call vote:

Supervisor Barber: AYE

Councilman Gload: AYE

Councilman Mitchell: AYE

Councilman Casey: AYE

To transfer a Town owned parcel to the Land Bank contingent on a subsequent agreement with the Town Board and the Essex County Land Bank subject to the terms and conditions of that agreement pertaining to deed restrictions; and

WHEREAS, the Town Board has determined the Thompson Road parcel, identified by parcel ID #4.3-2-3.000 on Essex County Real Property Tax Map, located on the Thompson Road, Keeseville, in the Town of Chesterfield shall be designated for the development of affordable long-term rental and potential homeownership opportunities; and

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Chesterfield hereby agrees to transfer the Thompson Road parcel ID # 4.3-2-3.000 to the Land Bank, under the conditions agreed to by the Town and the Land Bank; and

BE IT FURTHER RESOLVED, the Town Supervisor and Town Clerk are authorized and directed to effectuate the subdivision and transfer of the parcel, and the Town Supervisor and the Town Board are authorized to sign the various documents to effectuate this Resolution.

A copy of this resolution shall be forwarded to the Essex County Land Bank Board and the Essex County Board of Supervisors for their review and approval, in addition to the Town of Chesterfield's legal counsel and other relevant parties.

Walter Chmura requested an update on "Welcome to Keeseville" signs. Supervisor Barber replied he was still waiting for proposed signs to be submitted. Diana Zais recommended waiting until the NY Forward Grant has ordered signs for downtown to be able to match same décor.

Supervisor Barber requested a resolution urging the New York Legislature to approve a bill exempting public employee's health insurance premiums from town and county tax caps.

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

#171 BE IT RESOLVED, that the Town of Chesterfield Town Board hereby urges the New York Legislature to carry a Bill to exempt public employee's health insurance premiums from the town and county tax cap; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to Senator Daniel Stec, Assemblyman Matthew Simpson, and the New York Association of Counties.

Supervisor Barber informed the Board the electrical for the Salt Shed has been completed and the system will be ready to add the proposed Water Department building to the system. Highway Superintendent Champine added the piping for that electrical has been buried and just waiting on the wire.

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

#172 Resolved: to accept the Supervisor's Financial Report for September 2025, a copy of which can be found in the Town Clerk's office.

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

#173 Resolved: To accept the water billing and adjustments for the period of September 9, 2025 to October 13, 2025.

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

#174 Resolved: To pay all bills, including credit card usage, received since September 9, 2025. Bills amounting to \$39,761.55 were audited and paid from the General Fund. Bills amounting to \$138,451.03 were audited and paid from the Highway Fund. Bills in the amount of \$16,974.57 were audited and paid from the Town of Chesterfield Water District. Bills amounting to \$2,251.19 were audited and paid from the Port Kent Water District. Bills amounting to \$2,048.00 were audited and paid from the Village Debt. Bills in the amount of \$2,085.00 were audited and paid from ROOST. Bills amounting to \$948.69 were audited and paid from the Compaction Station. Bills amounting to \$36,355.70 were audited and paid from the TCWD Project. The total of all bills received since September 9, 2025 equals \$238,875.73.

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

#175 Resolved: To accept all Bank reconciliations for the month of September 2025.

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

#176 Resolved: That all letters brought before this Town Board be filed in the Town Clerk's office.

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

#177 Resolved: To enter into Executive Session at 6:40 PM to discuss water issues.

The Board re-entered Regular Session at 6:55PM with no decision being made.

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

#178 Resolved: To settle water issued as discussed.

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

#179 Resolved: To set the dates of brush pickup for the hamlets of Keeseville and Port Kent in the Town of Chesterfield from October 17, 2025 to November 14, 2025.

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

#180 Resolved: That with no other business to come before this Board, the meeting of October 14, 2025 be adjourned at 7:20 PM.

