

Minutes of the Town Board of the Town of Chesterfield Regular Board Meeting Held on Tuesday, August 11, 2026 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 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:	John Casey
Councilman:	Harrison Blaise
Town Attorney:	Mark Cowen
Water Super:	Dave Winter
Code officer:	Trent Gravelle
Dog Officer:	Al Hachigan

Highway Superintendent Champine was excused

Guests present:

Walter Chmura	Penny Baker	Roger Baker
Philippe Laperle	Tamera Mrose	Gordon Howard
Chelsea Sprague	Romeyn Prescott	Ken Pashow
John Lacy	Zoanne Schnell	

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

#147 Resolved: To accept and dispense with the reading of the Minutes of the July 14, 2026 Public Hearing and Regular Board Minutes and the Minutes of the July 29, 2026 Public Hearing.

Supervisor Barber asked the Board for a decision on the source of funds to pay for the extension of the water line needed for the Thompson Road subdivision. There are two choices; taking funds from the Town of Chesterfield Water District or ROOST. The Chesterfield Water District is doing quite well. The Town is planning on using ROOST Funds for other Town projects.

Councilman Casey stated the funds should come from the Water District as it concerns the people who use water versus the entire Town.

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

#148 Resolved: To use funds from the Town of Chesterfield Water District for the purpose of extending the water line on Chesterfield Street, Keeseville.

Supervisor Barber explained to the Board, after research, the Town could extend a water district on one side of a road and not down the middle, which would affect homeowners on both sides of a road. That being determined, he would like to extend the Chesterfield Water District down Thompson Road and Prospect Road. This enables the Town to not charge a debt service to both sides of road. A Public Hearing is required to do this.

Water Superintendent Winter added there will be cost increases soon for water infrastructure supplies so a decision sooner, more than later, would enable him to buy what would be needed before prices go up.

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

#149 Resolved: To schedule a Public Hearing for Tuesday, September 11, 2026 at 5:30 PM at Town of Chesterfield Office for the purpose of extending the Town of Chesterfield Water District on Thompson and Prospect Roads.

Supervisor Barber presented the board with two quotes on the fuel pump tracking system. He and Clerk to the Supervisor Ocasio sat through a video conference on the system, assigning cards to each individual using the system.

Councilman Gload asked if there were more quotes. Supervisor Barber replied there were a couple more but even more expensive.

The Board reviewed the quotes but tabled them until more information was forthcoming.

Supervisor Barber informed the Board several employees need to complete Record of Activities (ROA) for accurate tabulation of years for NYS retirement. He explained the Town just had to pay \$22,000 to NYS Comptroller to bring former Councilman Klages up to date. The Town does not and will not be in this position again.

Town Clerk Bourgeois gave a closing summation of the Keeseville 250 Celebration. He thanked the Board and several members of the public in attendance for all the support and help in putting on a spectacular 8-day celebration of the 250th birthday of the United States. He noted the celebration came in under budget and with no cost to the taxpayers of the Town of Chesterfield with the exception of Town employees' regular time.

Supervisor Barber informed the Board the Port Douglas Beach will close for the season Monday, August 31, 2026 due to lifeguards going back to school.

Supervisor Barber had Town Clerk Bourgeois open sealed bids for surplus Highway equipment. Bids received were;

Non-working generator- Darren Dickerson- \$56, Phil Pray- \$20

Working generator- Darren Dickerson- \$106, Phil Pray- \$61, Bill Lyons bid \$75 for both combined.

Flail mower- Phil Pray- \$1251, Darren Dickerson- \$896.

Town Clerk Bourgeois relayed Highway Superintendent Champine had texted him to say high bid on surplus bucket truck was \$4700 on Auctions International and Superintendent Champine thought that was a fair price.

Councilman Casey stated the bids for all items were fair because the equipment was just sitting around and in the way.

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

#150 Resolved: To award winning bids to all highest bidders on the surplus Highway Department equipment.

Supervisor Barber opened the floor to public officials.

Town Clerk Bourgeois presented the Board with the July Clerk Report and, as requested by Walter Chmura, gave a summation of 2025 dog licenses over 2026 dog licenses.

Councilman Casey presented the Board with a quote of \$ 247,583 for a heavy-duty excavator for the Highway Department. This 90-day quote is a 44% discount. As it is State Contract, there does not need to be a competitive bid process. Water Superintendent Winter noted the excavator would fit on Town trailer. Councilman Casey added this purchase would be funded with surplus CHIPS money. Supervisor Barber noted this excavator would be big enough to do the new water line.

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

#151 Resolved: To purchase a Volvo ECR 145F excavator for the Town of Chesterfield Highway Department for the sum of \$247,583 from Volvo CE-Sourcewell.

Supervisor Barber informed the Board with the dog kennel moving to Lot 7 in Commerce Park, power cannot be brought to the location without a 911 address. The Town cannot get approved for that from Essex County Emergency Services until the Town names the roads in Commerce Park.

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

#152 WHEREAS, that due to the placement of the new Town of Chesterfield dog kennel on Lot #7 in Commerce Park and the need to name Town roads for the purpose of 911 emergency services; and
NOW, THEREFORE BE IT RESOLVED, to name the main road into Commerce Park "Commerce Lane"; and
BE IT FURTHER RESOLVED, to name the left hand offshoot as "Park Drive".

Supervisor Barber informed the Board the driveway is set for Lot 7. The electrical will not be cheap but it is recommended to put in boxes as you go to each lot the line passes and will add value to the vacant lots. The Essex County IDA is OK with the proposed use of Lot 7.

Dog Control Officer Hachigan emphasized the need to establish the kennel as several Towns have expressed interest in signing a contract with the Town of Chesterfield and he is already getting calls to harbor dogs. If there were any way to quicken the process, he would appreciate it.

Supervisor Barber mentioned to the public the need to raise fees for compaction tickets or close the transfer station as the Compaction Station Fund is in extreme deficit with the cost of running the transfer station only going up.

Supervisor Barber informed the Board two Town employees attended training, requested pay for travel time to, and from training, as it was quite a distance. The Town Employee Manual is vague on compensation for this. He called the Comptroller's Office who recommended paying the employees for travel time for this instance and amend the Employee Manual.

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

#153 Resolved: Beginning August 12, 2026, all Hourly Employees who choose or required to travel for a training will be paid only for hours of training, after showing documentation of training, will not be paid for lunch as documented, with only toll booth fees and IRS mileage rates as additional compensation for the driver of the non-Town owned vehicle.

Supervisor Barber opened the floor for public comment.

Ken Pashow mentioned the dangerous trees on Giddings Road. Councilman Casey informed Mr. Pashow the Highway Department is getting quotes from companies to deal with the situation.

Chelsea Sprague, Director of the Patriot Summer Youth Program, gave a presentation of the summer program, thanking all four Towns for helping give this program another successful year. She cautioned this is the last year of grant money and will be asking the Towns to fill the funding gap. Supervisor Barber asked Ms. Sprague the approximate cost of the program as the Town of Chesterfield is beginning their budget process in August.

Romeyn Prescott asked the proximity to a road for Town or County right-of-way. He was told fifteen feet but could be expanded for different scenarios.

Phil Laperle asked about condition of Road signs on Highland Road. He was told Essex County is responsible but Town of Chesterfield sometimes helps the County.

Walter Chmura suggested turning the Compaction Station over to a private company.

Supervisor Barber reminded the Board they received a copy of the Lake Champlain Drinking Water Source protection Plan last month and need to set a Public Hearing before the Board can adopt it. This is a requirement from both the Department of Health and Department of Environmental Conservation. There is no commitment for action of funds from the Town of Chesterfield. This action needs to be in place for emergencies.

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

#154 Resolved: To schedule a Public Hearing on the Lake Champlain Drinking Water Source Protection Program for Tuesday, September 8, 2026 at 5:45 PM at Town of Chesterfield Office.

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

#155 Resolved: to accept the July 2026 Supervisor's Report to be viewed anytime in the Town Clerk's office.

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

#156 Resolved: To accept all water billing and adjustments for the period of July 14, 2026 to August 11, 2026.

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

#157 Resolved: To pay all bills, including credit card bills received since July 14, 2026. Bills in the amount of \$66,788.83 were audited and paid from the General Fund. Bills in the amount of \$29,901.21 were audited and paid from the Highway fund. Bills amounting to \$37,935.46 were audited and paid from the Chesterfield Water District. Bills in the amount of \$7,433.44 were audited and paid from the Port Kent Water District. Bills in the amount of \$2,273.08 were audited and paid from Village Debt. Bills in the amount of \$19,003.47 were audited and paid from the Keeseville 250th Fund. Bills in the amount of \$372.80 were audited and paid from the Compaction Station. Bills in the amount of \$60,724.76 were audited and paid from TCWD 18275. Total of all bills since July 14 equals \$224,433.05.

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

#158 Resolved: To accept all bank reconciliations up to July 31, 2026.

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

#159 Resolved: To file all letters brought before this Board.

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

#160 Resolved: To audit and accept all budget adjustments to July 31, 2026.

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

#161 Resolved: That with no other business to come before this Board, the Regular Town Board Meeting of August 11, 2026 be adjourned at 7:24 PM.

