

Minutes of the Town of Chesterfield End of Year Board Meeting Held on Tuesday, December 30, 2025 at the Town of Chesterfield Office, 1 Vine Street, Keesville, County of Essex and State of New York, Pursuant to Due Notice.

Supervisor Barber called the Meeting to order at 4:00 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
Supt of HW: John "Jay" Champine

Councilman Patrick "Bill" Mitchell was absent.

There was no member of the public present.

Town Clerk Bourgeois read the legal notice for the End of Year Meeting.

Town Clerk Bourgeois swore in Councilmen John Casey and Harrison Blaise to their 4-year terms.

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

#206 Resolved: That the Minutes of the Meeting held on December 9, 2025 be accepted and the reading of those minutes be waived.

Supervisor Barber gave an update on the water issues for Chesterfield Water Department. He has had several conversations with AES. AES has purchased a camera to view elevation of intake. The Kingsbury divers are mapping the intake. The divers also went to Port Kent to view the intake of the Port Kent Water District as a boat hit it this year due to the low water on Lake Champlain. There was no damage but Kingsbury presented the Town with a bill for \$11,000. There has been no comment yet from Essex County. There is another meeting scheduled with AES. Councilman Casey expressed his interest in attending.

Supervisor Barber set the date for auditing the Chesterfield Courts and Town Clerk/Tax Collector accounts for Tuesday, January 20. All Board Members must attend.

Supervisor Barber asked Town Highway Superintendent Champine if the old vac-truck had been put up for auction. Highway Superintendent Champine responded Town of Ausable Highway Superintendent Akey was going to post it.

Supervisor Barber informed the Board both he and Town of Ausable Supervisor Bresette had received letters requesting the Towns sign up for the Town Code Officer software by the end of year. Everyone was in agreement that this was a high pressure tactic and more time was needed to investigate different options.

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

#207 Resolved: To pay all bills received since December 9, 2025. Bills amounting to \$21,357.38 were audited and paid from the General Fund. Bills amounting to \$26,047.62 were audited and paid from the Highway Fund. Bills amounting to \$1,502.60 were audited and paid from the Christmas Donation Fund. Bills amounting to \$13,903.97 were audited and paid from the Town of Chesterfield Water District. Bills amounting to \$2,345.31 were audited and paid from the Port Kent Water District. Bills amounting to \$2,273.08 were audited and paid from Village Debt. Bills amounting to \$53.96 were audited and paid from ROOST. Bills amounting to \$1,025.08 were audited and paid from the Compaction Station. The total of all bills received since December 9, 2025 equals \$68,509.00.

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

#208 Resolved: That all letters brought before this Board since December 12, 2025 be filed in the office of the Town Clerk.

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

#209 Resolved: That all Budget Amendments up to and including December 29, 2025 be audited and accepted.

Supervisor Barber wished everyone a safe and happy New Year.

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

#210 Resolved: To enter into Executive Session at 4:20 PM to discuss personnel matters.

The Board came out of Executive Session at 4:41 with no decisions made.

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

#211 Resolved: That with no other business brought before this Board the meeting of December 29, 2025 be closed at 4:43 PM.

