

***Minutes of the Town of Chesterfield Regular Town Board Meeting Held on Tuesday, April 12th, 2022 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 Town Board Meeting to order at 6:00 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</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</b>

**Guests Present:**

**Walter Chmura                  Susan Picard                  Allegra Mussen**

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

**#58 Resolved: That the reading of the minutes of the Regular Town Board Meeting of March 8th, 2022 be dispensed with.**

**Supervisor opened the floor to public discussion.**

**Sue Picard from Friends of North Country informed the Board there are grants programs for residents of the Town of Chesterfield who qualify for repairs of existing homes or replacement of older mobile homes. Letters were sent out to residents and there has been quite a bit of interest already. The Town would be the conduit to deliver funds to contractors once the Board approves projects with the Friends of North Country determining qualifications and getting the approval process going. Ms. Picard will contact Supervisor Barber once new programs are announced.**

**Walter Chmura queried the Board on Board of Assessment Review Board policies and guidelines. Mr. Chmura asked about an opening on the BAR Board but was informed the position has been filled. He has spoken to County Attorney and Real Property Director concerning issues with last year's assessment review.**

**Supervisor Barber informed the Board on April 7<sup>th</sup>, he, Councilmen Klages, Mitchell and Casey, and Town Clerk Bourgeois attended the Clinton County meeting on the Arch Bridge. Clinton County intends to make the bridge an unlimited weight bridge once repairs are complete. Greg Zais contacted Supervisor Barber with concerns regarding this decision and requesting organizing a committee to address concerns with this decision. The Towns of Ausable and Chesterfield could authorize a designated truck route to keep heavy trucks off the bridge.**

**Supervisor Barber informed the Board the Town 2021 AUD is complete and accepted by the State Comptroller's Office. Clerk to the Supervisor Ocasio completed this with minimal help this year and is confident on being able to complete the 2022 AUD. The Town is now current. Copies of the AUD can be found in the Town Clerk's Office.**

**Supervisor Barber reminded the Board of last month's discussion concerning the appropriation of Essex County COVID relief funding. The Board, at that time, discussed giving funds to Town employees for working through the pandemic. Supervisor Barber and Clerk to the Supervisor Ocasio are attending a COVID relief workshop on April 13<sup>th</sup> at Essex County to be better informed on State protocol for use and reporting of funds. Supervisor Barber informed the Board that, as he understands the program now, the Town can use funds for water and sewer funding, beautification of the Town including JC and Port Kent Parks and employee compensation.**

**Upon a motion by Councilman Casey and seconded by Councilman Gload and carried with a roll call vote**

**Supervisor Barber     Aye**

**Councilman Gload     Aye**

**Councilman Klages     Aye**

**Councilman Mitchell     Aye**

**Councilman Casey     Aye**

**#59 Resolved: To compensate every full time employee of the Town of Chesterfield \$1000 and every part time employee of the Town of Chesterfield including appointed officials (Zoning/Code Officer, Dog Control and Sole Assessor) \$250 (with elected officials exempted) from the Essex County COVID Relief Funds released to the Town in recognition of their services to the Town of Chesterfield throughout the pandemic.**

**Supervisor Barber informed the Board the Town Water Project is in the final stages. The Town ordered a main line valve to have an extra on hand. The Town will submit for reimbursement. Everything should be complete in another week. One more water line needs to be painted that was not included in the original quote and an initial quote of \$7700 was given to the Town. Supervisor Barber denied that request and the Town employees will paint the line for a substantial savings.**

**Supervisor Barber presented the Board with operating statements for each Town fund. Based on the budgeted amounts and expenses of each fund, some amendments are necessary. The Board reviewed each fund.**

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

**#60 Resolved: To accept all proposed amendments to the 2022 Town of Chesterfield Budget.**

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

**#61 Resolved: To accept the Supervisor's Report for the months of January, February and March of 2022, copies of which can be found in the Town Clerk's Office.**

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

**#62 Resolved: That all audited bills presented to the Town Board be paid. Bills in the amount of \$63,922.31 were audited and paid from the General Fund. Bills in the amount of \$195,871.97 were audited and paid from the Highway Fund. Bills in**

**the amount of \$22561.40 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$33,579.76 were audited and paid from the Port Kent Water Departments. Bills in the amount of \$5345.40 were audited and paid from the Village Debt. Bills in the amount of 274.93 were audited and paid to Trust & Agency for employee supplementary insurance. Bills in the amount of \$688.15 were audited and paid from the Port Kent Light District. Bills in the amount of \$147,668.05 were audited and paid from the Town Water Project.**

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

**#63 Resolved: That all letters brought before the Town be filed.**

**Supervisor Barber presented the Board with a letter from Philip Pray, requesting funding to construct a lacrosse field at JC Park. This field could also be used as an auxiliary soccer field. Mr. Pray will volunteer his services but requests drainage tile and #2 Stone. This opened a discussion on the master plan for the park that was once made or having Andrew Prescott and the Planning Board draw up new plans. No decision will be made until Supervisor Barber ensures the use of COVID money for the project.**

**Supervisor Barber offered the courtesy of the floor to Town Clerk Bourgeois.**

**Town Clerk Bourgeois informed the Board the ice rink liner at the Port Kent Park has been removed but not folded yet on Saturday, April 9<sup>th</sup>. About 15 people were there to help out. He also mentioned maybe a cleanup day in Port Kent with the Town possibly buying supplies with the residents providing labor. Fishing and hunting licenses are now available at the Town Office.**

**Supervisor Barber offered the courtesy of the floor to the Councilmen.**

**Councilman Klages opened a discussion on hiring a Town Constable to deliver tickets or warnings. A lively discussion ensued with Councilman Mitchell adding that the specific officials should confront the offenders themselves as part of their jobs.**

**Councilman Gload opened a discussion on putting electric car charging stations in Town. Supervisor Barber mentioned Essex County is gradually installing 2 per town in the County.**

**Supervisor Barber informed the Board a handicap parking spot will be installed in front of the Keeseville Free Library with signing.**

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

**Highway Superintendent Champine informed the Board the new overhead doors have been installed and working great at the Highway Garage. The docks are in at Port Douglas. The ordered truck at Charlebois in Plattsburgh waiting on paperwork. Charlebois would like to exhibit the Town truck at a trade show in Vermont. Charlebois will detail the truck, take it to the show and return it next day.**

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

**#64 Resolved: To allow Charlebois the courtesy of taking the new Town of Chesterfield truck to a trade show in Vermont on May 11<sup>th</sup> at that company's expense.**

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

**#65 Resolved: To enter into executive session to discuss water issues and junk yards at 7:53 PM.**

**The Town Board exited the executive session with no decision being made.**

**Supervisor Barber and the Board agreed parcels with multiple debt service will be dealt with on a case by case basis.**

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

**#66 Resolved: That with no further business to come before this Town Board meeting, this meeting could be adjourned at 8:48 P.M.**

**Bruce Bourgeois**

**Town Clerk**

**I. Open issues**

- a) Open issue/summary of discussion
- b) Open issue/summary of discussion
- c) Open issue/summary of discussion

**II. New business**

- a) New business/summary of discussion
- b) New business/summary of discussion
- c) New business/summary of discussion

**III. Adjournment**

Supervisor Barber adjourned the meeting at time.

Minutes submitted by: Name

Minutes approved by: Name