

Minutes of the Town of Chesterfield Regular Town Board Meeting Held on Tuesday May 14th,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 Board 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	Richard Klages
Councilman	Patrick “Bill” Mitchell (Excused)
Councilman	John Casey
Town Attorney	Mark Cowan
Supt. Of Highways	John “Jay” Champine

Guests Present:

Scott Racette	Julie Racette	Romeyn Prescott
Walter Chmura	Ryan Burns	John Cwikla
Christina Mullen	Nancy Thompson	Donna Abair

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

#82 Resolved: That the reading of the minutes of the Regular Town Board Meeting of April 9th, 2024 be dispensed with.

Supervisor Barber informed the Board the Open House for the Comprehensive Plan was a great success with 140 participants. The Press Republican and Sun Community papers were in attendance. Supervisor Barber emphasized neither himself or Comprehensive Board Chairman Prescott spoke the words “ugly, empty storefronts” that were quoted in the paper. Supervisor Barber asked the public to please fill out the survey forms. The next Comprehensive Planning Board Meeting is Thursday, May 16th from 5:30-7:00 PM.

Supervisor Barber publicly thanked Sue Loomans, John Sokol and the Ausable Valley Grange for organizing the very successful Town Cleanup. 1,222 pounds of garbage from the hamlet of Keeseville and 300 pounds from the hamlet of Port Kent were collected.

Supervisor Barber presented the Board with a copy of the CDBG Report. There are 5 projects in progress.

Supervisor opened the floor for public discussion.

Justin Cook asked about paycheck dates. Supervisor Barber responded that the time frame to issue checks by Friday was too short with the chasing down of employee time sheets so the new day paychecks will be issued on Tuesdays.

Supervisor Barber reminded the Board the Standard Work Day should be included in every Organizational Meeting due to guidelines provided by the NYS Retirement System.

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

#72 Resolved: To set the Standard Work Day for employees of the Town of Chesterfield as follows:

Supervisor – 7 hours	Code Officer- 6 hours
Clerk to Supervisor – 7 hours	Health Officer- 6 hours
Court clerk- 8 hours	Dog control officer- 6 hours
Town Clerk/Tax Col-6 hours	Laborer- 8 hours

Councilmen-6 hours

Water Laborer-8 hours

Highway Super-8 hours

Highway MEO- 8hours

Town Justice- 6 hours

Assessor-6 hours

Supervisor Barber asked Town Clerk Bourgeois to read the notice for bids for the 2011 F-250 and Senior Bus. Town Clerk Bourgeois opened 3 bids for the F-250 and one bid for the Senior Bus. The bids were \$2500, \$3357 and \$3500. The bid for the bus will be sent to Town of Ausable's meeting on Wednesday, April 10th.

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

#73 Resolved: To accept the bid of \$3500 for the 2011 ford F-250 with plow from John Lacy pending payment by Tuesday, April 16th.

Supervisor Barber informed the Board the Town advertised a surplus copier and surplus gradall on Auction's International at no cost to the Town for 2 weeks. The high bid for the copier was \$345 and \$3150 for the gradall.

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

#85 Resolved: For the Town of Chesterfield to enter into an agreement with NYSEG to replace existing lights with LED lights at the Town of Chesterfield Office with a rebate amount of \$2,770 and the Town Highway Garage with a rebate amount of \$2,800.

Supervisor Barber informed the Board the Town needs to complete the ANCA documentation to secure the next \$10,000 grant prior to June, 2026. The labor involved with the LED replacements will come out of the Energy Reserve fund, which currently has \$5000 but will add the \$10,000 with completion of this paperwork.

Supervisor Barber informed the Board a copy of Local Government Management Guide is available for review. The Town should have a threshold over which assets are tracked for tools, equipment, etc. A workshop will be planned for a later date to establish limits.

There has been renewed interest in the possibility of a pocket neighborhood at either the Commerce Park or 20 acres the Town owns on Thompson Road although the Commerce Park's infrastructure is better suited for commercial than residential.

Supervisor Barber started a conversation of raising Compaction Station rates as that fund is in deficit. There has been repairs done to the container to keep rain water and its weight off the scales. The Town will also charge pickups made by Dan Costin or other concerned citizens of dog waste, animal carcasses, etc to the General fund. Hopefully, these remedies will bring the Compaction Station Fund into line. A final decision of rate increase will be done in October after one year of data.

Supervisor Barber informed the Board Spring Brush Cleanup continues through May 24th to allow residents in the hamlets of Keeseville and Port Kent to have brush and leaves brought to the brush dump. Unfortunately, some individuals are abusing the system by putting trash in the leaves bags. Next year only paper leaf bags and clear plastic bags will be allowed.

Supervisor Barber informed the Board the Town is waiting for the final version of the Storm Water Survey to proceed with obtaining grants. GPI, a consulting firm that works with municipal governments to obtain grants, has contacted the Town. The firm is at State Contract so there is no need to go out to bid if the Town decides to go with them. The firm is quite willing to come to the next Board Meeting.

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

#86 Resolved: To accept the completed Supervisor's Financial Report for April, 2024, copies of which can be found in the Town Clerk's Office.

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

#87 Resolved: That all audited bills presented to the Town Board since the last Board Meeting on April 9th, 2024 be paid. Bills in the amount of \$91,940.89 were audited and paid from the General Fund. Bills in the amount of \$34,967.66 were audited and paid from the Highway Fund. Bills in the amount of \$11,504.88 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$3,882.56 were audited and paid from the Port Kent Water Departments. Bills in the amount of \$29.92 were audited and paid from the Port Kent Light District. Bills in the amount of \$3,221.35 were audited and paid from the Village Debt. Bills in the amount of \$2,912.78 were audited and paid from the Town of Chesterfield Compact Station. The total of all bills since last meeting was \$148,460.04.

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

#88 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 last year's dog licenses for April was 24 and this year only 12 but the Town is at 101 cumulative for this year vs 57 from last year. He also informed the Board of the need to appoint Zone/Code Officer Boynton to the Planning Board.

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

#89 Resolved: To appoint Code Enforcement/ Zoning Officer Michael Boynton to the Town of Chesterfield Planning Board.

Supervisor Barber offered the courtesy of the floor to Town Attorney Cowen.

Town Attorney Cowen informed the Board he contacted Los Angeles Sherriff Department concerning the building on Front Street. For a sum of \$60 and 5 days' notice the department will contact the building owner and hopefully have a resolution by next week. If there is no answer, the Town could take over the property, make the site safe, and attach the costs to the owner's tax bill.

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

Councilman Klages requested an update on a metal building for the Water Department. Supervisor Barber responded he has asked Water Superintendent for dimensions of the building needed and is waiting on response. Councilman Gload asked about electric car plug in chargers. There was little information on those.

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

Highway Superintendent Champine informed the Board the Town needs to go out to bid for work on Corlear Bay Road. The bid needs to be very specific with all work being itemized. He also asked about the parking ban on Beech Street as it is very narrow and emergency vehicles cannot safely travel down the road. There seems to be just one resident skirting the rules. Town Attorney Cowen will look into it.

Scott Racette asked about Port Douglas Beach opening up. Councilman Gload responded it looked promising if only for the weekends.

The issue of overnight parking on the abandoned Ferry Docks was discussed as there have been reports of campers setting up there.

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

#90 Resolved: To enter into Executive Session to discuss a property in Port Kent at 7:20 PM.

The Board returned to Regular Session at 7:30 PM with no decisions made.

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

#91 Resolved: To amend Town of Chesterfield Procurement Policy as discussed.

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

#92 Resolved: That with no further business to come before this Town Board Meeting, this meeting could be adjourned at 7:33 P.M.

Bruce Bourgeois

Town Clerk