

Minutes of the Town of Chesterfield Regular Town Board Meeting Held on Tuesday, September 13th, 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:

Supervisor	Clayton Barber
Town Clerk	Bruce Bourgeois
Councilman	David Gload
Councilman	Richard Klages
Councilman	Patrick "Bill" Mitchell
Councilman	John Casey
Town Attorney	Michael McCormick (Excused)
Supt. Of Highways	John "Jay" Champine

Guests Present:

Gordon Howard Allegra Mussen
Walter Chmura

Supervisor Barber welcomed everyone in attendance, reminding the public that the meeting is not a public discussion, there will be time to address the Board and please refrain from commenting until you are recognized by the Supervisor. Supervisor Barber then opened up the meeting for public comment.

Gordon Howard asked the Board about the float plane that has been landing on Augur Lake. He mentioned he called APA on jurisdiction and was told a local government has control over jurisdiction on float planes. He is concerned as there was no identification numbers on the plane, the lake is too small and the layout of the lake makes it ripe for an accident. In fact, he witnessed a close call with a small boat and the plane. Supervisor Barber said he would look into it.

Walter Chmura requested information from the Board concerning maintenance of the Port Kent Park and would like the Board to consider a little better upkeep. The gazebo needs repair, shrubs need trimming, lights are either burned out or in need of repair, and the playground needs some care. Supervisor Barber responded that there is rubber mulch the Town has ordered ready to go to Port Kent but the Town is waiting for black border to arrive. The Town pays Rick Lee to maintain the lawns and the Town sends personnel occasionally to take care of other issues as well. Town Clerk Bourgeois added there used to be a Port Kent Park organization and at the Port Kent public meeting last year, there was talk about getting another one together to help maintain and beautify the park. The installation and take-down of the ice rink this year was a perfect example of government and public working together.

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

#116 Resolved: That the reading of the minutes of the Regular Town Board Meeting of August 9th, 2022 be dispensed with.

Supervisor Barber informed the Board the work the old storm water infrastructure on Clinton Street is progressing. The house on the corner of Spring and Clinton Street was being flooded with water and sand and the retaining wall was collapsing. Todd Hodgskin, Essex County Engineer, deemed the project an emergency and beyond the scope of the Town Highway Department. With no time to bid, Fuller's gave the Town a quote to the best of their professional ability and have started work. The Town and Fuller's have no idea on the final cost as there is no way of telling how far up the hill on Clinton Street the problem continues. The Town has the ability to use APRA COVID funds. The balance the Town has is \$209,229.00. The project will probably exhaust these funds and probably need more.

Upon a motion by Councilman Klages and seconded by Councilman Gload and carried by roll call vote

Supervisor Barber Aye

Councilman Gload Aye

Councilman Klages Aye

Councilman Mitchell Aye

Councilman Casey Aye

#117 Resolved: To use APRA funds provided to the Town to repair storm water systems on Clinton Street in the Town of Chesterfield.

Supervisor Barber informed the Board he is still trying to contact Mark Clarke to amend the quote for the doors to the Town Hall.

Supervisor Barber informed the Board the Town has been approached with a potential grant opportunity to install electric charging stations. Roger Long has voluntarily granted an easement on his property on Front Street for these stations to be installed on the same easement as the Town Christmas Tree. All the paperwork has been submitted for the grant application. Supervisor Barber thanked Erin Griffin from ANCA and Andy Prescott for drawing the location sketch.

Supervisor Barber informed the Board Sole Assessor Patty Osier sent a request from Donald Shay requesting his 2 parcels at 408 Pray Road be combined to one. The Town Board has jurisdiction over combining parcels.

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

#118 Resolved: To combine parcels 4.2-1-4.121 and 4.2-1-4.122 owned by Donald Shay at 408 Pray Road Keeseville NY into a single parcel.

Supervisor Barber announced there was a water workshop on August 24th. There is a change order from AES concerning Army Corps of engineer intakes. Supervisor Barber is waiting for input from Rob Wick before signing the change order but would like permission to sign if everything is OK'd. There will be another water workshop scheduled for September 22nd at 3:00 PM for the final walk through.

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

#119 Resolved: To allow Supervisor Clayton Barber to sign any change orders as specified by AES and reviewed by Rob Wick.

Supervisor Barber informed the Board ADK Action requested a donation of \$1000 again this year and Keeseville Community Development Corporation is requesting funding as well. The Board was in agreement to table the discussion pending budget workshops.

Supervisor Barber informed the Board the Association of Towns annual conference will be in New York City February 19-22, 2023. If the Town registers by October 31st, the Town gets a discount. The Town can send the Supervisor, 2 Councilmen and 1 Judge.

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

#120 Resolved: To register Supervisor Clayton Barber to attend the Association of Towns annual conference in New York City February 19-22, 2023.

Supervisor Barber informed the Board the Town received a letter requesting a donation from the Evergreen Cemetery Association. The Board was in agreement to table the request pending budget workshops.

Supervisor Barber informed the Board there is a NYSLRS retirement option that is included in the personnel handbook but that the Town is not signed up for. The plan gives credit towards retirement for ant accumulated sick time instead of paying the employee for unused sick time. Town Attorney McCormick will research this to give the Board his professional input.

Supervisor Barber informed the Board he, Budget Officer Ocasio and Highway Superintendent Champine attended a budget webinar. Budget Officer Ocasio has been working on the tentative budgets and amendments. The tentative budget needs to be presented to Town Clerk Bourgeois by September 30th. The first budget workshop was scheduled for September 20th at 3:30 PM. The tentative budget will be presented to the public on October 11th at 5:30 and announcements will go in the Press Republican, the Town of Chesterfield website and Town Clerk Facebook page.

Supervisor Barber informed the Board the Town was advised by the Association of Towns that this year is particularly challenging for all municipalities to stay under the 2% tax cap. To do so, the Town of Chesterfield's budget can only go up \$37,474. Fuel costs have skyrocketed, energy and equipment costs have increased. The Town is committed to staying at the 2% cap by appropriating Fund Balance from both General and Highway funds. The County advises we pass a local law, enabling the Town to go above the 2% tax cap if needed. Many Town Supervisors are considering the same thing. This resolution may be rescinded at any time.

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

#121 Resolved: To pass a local law to override the tax levy limit established in general municipal law 3-C.

Supervisor Barber informed the Board the Christmas lights and garlands have been ordered. The first Christmas Committee meeting was held last week and the celebration is going forward, scheduled for the second Saturday in December.

Supervisor Barber informed the Board Essex County Emergency Services has requested a road name change for easier location of addresses for enhanced 911.

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

#122 Resolved: To change the name of Macavoy Way to Tall Pines Way in the Town of Chesterfield to better aid Essex County Services with enhanced 911.

Supervisor Barber informed the Board Carol Mussen has requested a road name addition as there is confusion over parcels on the Highlands Road.

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

#123 Resolved: To name a new private road off of Highland Road as Mussenville Way to better aid Essex County Services with enhanced 911.

Supervisor Barber informed the Board Symquest presented the Town with a 5-year lease on a new copier. This would include unlimited prints, both color and black & white. This would save the Town money as the Town could print in house envelopes, water reports rather than paying the County and the Town is paying for prints over a certain number.

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

#124 Resolved: To enter into a 5-year lease agreement with Symquest for a new copier.

Supervisor Barber informed the Board that the Supervisor's Financial Report for July and August 2022 are complete. The past discrepancies have been discovered and fixed.

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

#125 Resolved: to accept the completed Supervisor's Financial Report for July and August 2022, copies 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

#126 Resolved: That all audited bills presented to the Town Board since the last Board Meeting on August 9th, 2022 be paid. Bills in the amount of \$45,317.29 were audited and paid from the General Fund. Bills in the amount of \$26,929.57 were audited and paid from the Highway Fund. Bills in the amount of \$12,250.17 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$4,624.46 were audited and paid from the Port Kent Water Departments. Bills in the amount of \$101.00 were audited and paid to Trust & Agency for employee supplementary insurance. Bills in the amount of \$5,307.64 were audited and paid from the Village Debt. Bills in the amount of \$10.33 were audited and paid from the Port Kent Light District. Bills in the amount of \$6,774.50 were audited and paid from the Town Water Project. Bills in the amount of \$2,015.99 were audited and paid from the ARPA COVID Fund. The total of all bills since last meeting was \$103,330.95

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

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

Supervisor Barber reminded the Board that with Clerk to the Supervisor Ocasio doing the entire water billing, it was agreed the Board would compensate her.

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

#128 Resolved: To compensate Clerk to the Supervisor Ocasio with a \$3000 stipend to complete water billing and collection for the balance of the 2020 budget year.

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

Highway Superintendent Champine informed the board his department is down 2 employees with plowing season coming. The Town is advertising but there are not a lot of available drivers with CDLs and the new training structure is expensive and

not timely. He asked for guidance from the Board on whether new employees would pay for their CDL or the Town. There was much discussion but will be decided on a case by case basis.

Highway Superintendent Champine informed the Board the Town of Peru has gone to full brine for winter road maintenance. Peru says 1 trip with brine saves 3 with sand. Anticipated payback for equipment needed is estimated to be 3 years.

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

#129 Resolved: To enter into Executive Session to discuss water bill issues and parcel billing at 8:26 PM.

The Board came out of Executive Session at 8:33 PM with no decisions being made.

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

#130 Resolved to maintain water bills and parcel billing as discussed.

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

#131 Resolved: That with no further business to come before this Town Board Meeting, this meeting could be adjourned at 8:35 P.M.

Bruce Bourgeois

Town Clerk