

Minutes of the Public Hearing and Regular Board Meeting of the Town of Chesterfield Held on Tuesday, September 8, 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 Public Hearing on extending the Chesterfield Water District, adopting the Lake Champlain Drinking Water Source Protection Plan and Adopting a Local Law for Flood Damage Prevention at 5:30 PM.

Everyone stood for the Pledge of Allegiance.

Those present:

Supervisor:	Clayton Barber
Town Clerk:	Bruce Bourgeois
Councilman:	David Gload
Councilman:	John Casey
Town Attorney:	Mark Cowen
Hw Super:	John "Jay" Champine
Water Super:	David Winter
Code Officer:	Trent Gravelle
Budget Officer:	Laura Ocasio
Dog Control:	Al Hachigan

Councilman Harrison Blaise was excused due to illness.

Guests present:

Holly Pollinger Sue Joslow Tamera Mrose Gerald Etesse Robin Allen-Mussen
Barbara Donella Marion Inglish Zoanne Schnell Gordon Howard Walter Chmura
Will Giddings

By OWL:

Alyssa Bement Hugh Herron Medeline Silecchia Andy Prescott
Dan Ocasio Mike Brown

Town Clerk Bourgeois read the legal notice.

Supervisor Barber introduced Alyssa Bement to explain the Lake Champlain Drinking Water Protection.

Ms. Bement explained the Towns of Essex and Willsboro have already joined the Plan. For Chesterfield, it would only affect the Hamlet of Port Kent and not Port Douglas as the Plan only works in conjunction with municipal water.

Zoanne Schnell asked if there would be any programs for private citizens taking water directly out of Lake Champlain. Ms. Bement reaffirmed the program was geared more towards municipal. The Plan would help with grants for municipalities in emergencies like the historic train derailment.

Walter Chmura opened a discussion on replacement of existing septic systems. Ms. Bement noted the plan is to provide knowledge, not to force people. There are no regulations attached to the Plan. Supervisor Barber added the Town does not regulate septic systems. Code Officer Gravelle noted replacement through his office has to be engineered.

Mr. Chmura asked about the spate of algae blooms lately.

Supervisor Barber opened comments on extending the Town of Chesterfield Water District, noting the different parcels to be added.

Walter Chmura asked if the Board had decided on how to pay for the new lines on Thompson Road. Supervisor Barber responded that the funds will come out of the TCWD as the district benefits from the new water users.

Supervisor Barber opened discussion on the Flood Plain local Law, explaining this was a local law needing passing but only a small section of Chesterfield would be included.

There was no public comment on this law.

Supervisor Barber closed the Public Hearing and opened the Regular Board Meeting at 5:50 PM.

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

162 Resolved: To accept and dispense with the reading of the Minutes of the Town of Chesterfield Regular Board Meeting held on Tuesday, August 11, 2026.

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

#163: WHEREAS, in 2022, the Town of Chesterfield applied for and was awarded technical support from the NYS Drinking Water Source Protection Program (DWSP2) for the purpose of developing a plan to protect the quality of their public water supply; and

WHEREAS, local stakeholders worked closely with a NYS-funded technical team of water resource engineers, scientists, hydrogeologists, and planners to draft a DWSP2 Plan tailored to local conditions and priorities; and

WHEREAS, a draft DWSP2 Plan was reviewed by local officials at a public session on September 8, 2026; and

WHEREAS, a final DWSP2 Plan was accepted by NYS agency representatives by letter dated August 20, 2025; and

WHEREAS, the adoption of the DWSP2 Plan was considered under SEQR and classified as a Type II Action per section 617.5© (27) “conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, providing those activities do not commit the agency to commence, engage in or approve such action” and as such is subject to no further environmental review.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

The Town of Chesterfield adopts the DWSP2 Plan.

Supervisor Barber: AYE

Councilman Gload: AYE

Councilman Casey: AYE

Councilman Blaise was absent.

Approved this 8th Day of September, 2026.

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

#164 Resolved: To extend the Town of Chesterfield Water District on the Thompson Road, Keeseville to include parcel numbers 4.3-2-3.000 and 4.3-2-4.000.

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

#165 Resolved: To extend the Town of Chesterfield Water District on the Prospect Road, Keeseville to include parcel numbers 4.10-1-7.001, 4.10-1-10.400, 4.10-1-10.300, 4.10-1-10.200 and 4.10-1-10.100.

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

#166 Resolved: To adopt Local Law #2 of 2026 “A Local Law for Flood Damage Prevention”, a copy of which can be found in the Town Clerk’s Office.

Supervisor Barber presented a copy of the Property Maintenance Local Law to the Councilmen, tasking them to read and mark up any issues they had. Town Attorney Cowen and Essex County Attorney are working together to tie up any perceived issues and version #2 is not ready yet. Supervisor Barber informed the public there were no bills or emails sent from the County Attorney. The County Attorney is working on this law at no cost to the Town of Chesterfield. Dan Manning, at the County, suggested this Local Law does not qualify for a public referendum.

Gordon Howard presented the Board and public with a sheet of objections to Article VII of the proposed Local Law, saying the law’s point system is aimed at the hamlet and some of the point system would not be appropriate for more rural areas of the Town. He wondered if the law may be more along the

“reasonable people standard” suggested by Town Attorney Cowen and stated “blight is not blight for 1 or 2 of the points” .Walter Chmura added the Town should start out smaller with the law. Tamera Mrose asked if there was an “escape clause” in case the law was too unwieldy. Will Giddings asked if there were programs or grants to help homeowners.

Supervisor responded the point system was being eliminated from the bill. The Town may have to hire a full-time code officer to implement the new law. Town Attorney Cowen added the Town cannot directly assist homeowners but possibly a fund could be established along the lines of the NY Forward fund but these are not easy to create.

Supervisor Barber informed the Board the Town is still looking for installers for the bathroom door locks at JC Park. Town Clerk Bourgeois is working with a Chimera out of Plattsburgh for a quote.

Supervisor Barber informed the Board the Compaction Station is in deficit and continues to get deeper in debt. As of this meeting, the Compaction Station is \$28,680 in the red. He proposed a new punch ticket price of \$25 to be able to still provide this valuable service to the community. Councilman Casey thought the amount of increase was too high and could lead to more trash on the Town roads. Town Clerk Bourgeois reminded the board there are exactly 114 punch tickets left, about 2 weeks supply and Clerk to the Supervisor Ocasio needs a definitive answer to be able to print the next round of tickets. The Board decided to table the issue and keep the price per ticket at \$20 while looking for more ways to make the Compaction station self-sufficient.

Supervisor Barber declared October 15, 2026- November 15, 2026 to be Fall brush and leaf pickup for the hamlets of Port Kent and the old Keeseville Village limits. Leaves must be bagged in either plastic or recyclable bags and if any garbage is found in the bags, Supervisor Barber authorizes the Water Department to leave them by the road. Water Superintendent Winter said there are residents who try to put garbage in with the leaves.

Will Giddings thanked the Town for the pickup.

Supervisor Barber opened the floor to public officials.

Town Clerk Bourgeois presented the Board with the August Clerk report noting dog licensure was up this year over last. The holiday Committee is starting to plan this year’s Christmas Celebration.

Councilman Casey thanked John Hamilton for doing such a great job this year at JC Park.

Highway Superintendent Champine informed the Board he has a new Highway worker that will be starting soon.

Supervisor Barber opened the floor for public comment.

Walter Chmura asked Councilman Gload about numbers for the summer swim program. He also opened a dialogue on the replacement of Councilman Mitchell. Supervisor Barber and the Board would prefer to wait until the next election in 2027 to fill the vacancy. Mr. Chmura suggested filling the position with the third place candidate. Town Clerk Bourgeois added Councilman Mitchell’s resignation came too late to have a special election put on the November 2026 ballot.

Gerald Etesse expressed concern on the wear and tear of big trucks on Chesterfield roads and asked if restrictions could be put on the trucks. He also noted garbage cans in the roads after trash pickup.

Highway Superintendent Champine explained the Town has local, County and State roads and restrictions would be impossible to enact or even enforce if enacted.

Robin Allen Mussen informed the Board she has seen so much dog waste at Commerce Park and wondered if a dog-waste bag dispenser could be installed there. Supervisor Barber said the Town could certainly do that.

Supervisor Barber updated the Board on the new dog kennel. Chesterfield is hoping to get the kennel from Willsboro soon. Chesterfield has received road signs for Commerce Park and a new 911 address for Lot # 7, where the kennel will be placed. The Town is getting a quote for electric to the kennel which is expected to be as high as \$75000. There was some discussion of having a dog park for the public in conjunction with the kennel.

Supervisor Barber reminded the Board they still have to approve a resolution barring retro credit for the New York Retirement System if officials do not complete their Record of Activities (ROA). The ROA determines the amount of credit applied to an official's retirement. The Town of Chesterfield just had to pay \$22,000 to catch up a retired official and the Board should ensure this does not happen again. There are several officials who have not completed their ROAs since they began their jobs.

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

#167 Resolved: To ensure Record of Activities (ROA) will not be corrected, nor service credit given outside of current ROAs, effective at this date of September 8, 2026.

Supervisor Barber brought up the subject of the fuel monitoring system. The Town cannot properly account for fuel use without a more effective system. Highway Superintendent Champine wondered whether the price of such a system would be cost-effective. Supervisor Barber noted Moore's uses a similar, though less costly system but there is still a yearly cost as well. The Board came up with the solution of having clip boards or binders in each vehicle to track fuel usage with Highway Superintendent Champine turning in sheets at the end of every month. The usage of these reports will be tied to employee reviews.

Water Superintendent Winter requested funds from the Boar to purchase an instrument to measure water quality at the intake. This instrument will help establish a profile to better combat situations like the latest yellow water issues in a more timely manner. The cost is approximately \$1300.

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

#168 Resolved: To allow the Chesterfield Water District to purchase an approximately \$1300 instramnet to register water quality at the intake in Butternut Pond.

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

#169 Resolved: To accept the August 2026 Supervisor's Report, a copy of which can be found in the office of the Town Clerk

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

#170 Resolved: To accept water billing and adjustments for the period of August 12, 2026 to September 8, 2026.

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

#171 Resolved: To pay all bills including credit cards bills received since August 8, 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 in the amount of \$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 250 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. The total of all bills received since August 8, 2026 equals \$224,433.05.

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

#172 Resolved: To accept all bank reconciliations through August 31, 2026.

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

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

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

#174 Resolved: To audit and accept all budget amendment through August 31, 2026.

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

#175 Resolved: That with no other business to come before this Board, the Regular Board Meeting of September 8, 2026 be adjourned at 7:14 PM.