

Minutes of Town of Chesterfield End of Year Meeting Held on Friday,
December 19th, 2024 at the Town Office, 1 Vine Street, Keeseville,
County of Essex and State of New York, Pursuant to Due Notice.

Supervisor Barber called the End of Year Meeting to order at 1:00 PM.

Everyone stood for the Pledge of Allegiance.

Those present:

Supervisor: Clayton Barber

Councilman: David Gload

Councilman: Rick Klages

Councilman: John Casey

Highway Supt: John "Jay" Champine

Town Clerk Bourgeois, Councilman Mitchell and Town Attorney Cowen were excused.

Guest present:

Water Superintendent Dave Winter.

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

200 Resolved: To accept and dispense with the reading of the minutes of the Town of Chesterfield Regular Board Meeting held on December 10th, 2024.

Supervisor Barber read the Legal Notice for the End of Year Meeting.

Supervisor Barber noted there was no comments from the Councilmen or Highway Superintendent and asked for a resolution on shared services with the State of New York.

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

#201 WHEREAS, the Town of Chesterfield would like to re-new the shared service agreement (SSA) with the NYS Department of Transportation for Emergency Assistance.

WHEREAS, the Town of Chesterfield Town board feels it is most beneficial to enter into this agreement for a term of four (4) years, with regard to service, materials and equipment as may be needed for assistance, absent a declaration of a State Disaster.

IN WITNESS THEREOF, the said Town of Chesterfield has, by order of the Town Board, caused the seal of the Town of Chesterfield be affixed and attested by the Clerk thereof, this 19th day of December, 2024.

Supervisor Barber set the time of the Town of Chesterfield Organizational Meeting to Tuesday, January 14th, 2025 at 6:00 PM with Regular Board Meeting to immediately follow.

Supervisor Barber informed the Board, at the direction of the NY State Auditor that the annual audits of the Town Clerk, Tax Collector and Courts be done after a full calendar year instead of December as per previously done. Supervisor Barber noted all Councilmembers are to participate in each audit. He would like all audits done by January 20th with results reported at the Regular Board Meeting on February 11th. Clerk to the Supervisor Ocasio has printed new packets for the audits. This follows NY State guidelines.

Supervisor Barber informed the Board that Court Clerk Morrow informed him the update of Court software has been completed as per the comptroller's recommendation.

Supervisor Barber offered the courtesy of the floor to Water Superintendent Winter.

Water Superintendent Winter informed the Board 2 chemical pumps in the Port Kent Water District that were installed in 2011 are still working but needing more repairs and, with Port Kent Water district having the funds to pay for at least one new pump, he would like to be pro-active before a catastrophic breakdown forces the Town's hand. He has a price of \$5417.12 for one pump from Ti Sales. He has asked around but USA Bluebook does not carry that brand of pump and with a purchase also comes support. At Supervisor Barber's request, he will do some more research.

Councilman Casey asked if a different brand of pump would there be a need to replace the whole system. Water Superintendent Winter replied the 2 pumps coordinate with one another so if one goes down, the other will compensate. He doesn't know how 2 different manufacturers would work together. He will get at least one more quote.

Supervisor Barber requested from the Councilmen, since the Town will be closed early Christmas Eve and New Year's Eve, and with some new employees, if those new employees could take advantage of unused sick time to spend with their families earlier over those 2 days. The Board did not have any issues. The one exception is if they are called out on those days, sick time cannot be used to qualify for overtime.

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

#202 Resolved: That all audited bills since the last Board Meeting on December 10th.2024 be paid. Bills in the amount of \$32,528.12 were audited and paid from the General Fund. Bills in the amount of \$15,032.93 were audited and paid from the Highway fund. Bills in the amount of \$930.00 were audited and paid from the Christmas Donation fund. Bills in the amount of \$6148.85 were audited and paid from the Town of Chesterfield Water Department. Bills in the amount of \$2,734.77 were audited and paid from the Port Kent Water Department. Bills in the amount of \$2, 27.70 were audited and paid from the Compaction Station. Bills in the amount of \$4,469.57 were audited and paid from the TCWD Project. The amount of all bills since last meeting totaled \$63,121.94.

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

#203 Resolved: That all letters brought before the Town of Chesterfield town board be filed.

Supervisor Barber wished everyone a Merry Christmas and Happy New Year.

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

#204 Resolved: That with nothing further to come before this Board the End of Year Meeting of December 19th, 2024 of the Town Board of the Town of Chesterfield be adjourned at 1:26 PM.