

December 11, 2018

Minutes of the Town Board Meeting held Tuesday, December 11, 2018, at 7:00 PM, at the Keene Town Hall. The following Town Board Members were present: Joseph P. Wilson, Jr., Supervisor, Robert M. Biesemeyer, Michael J. Buysse, Jerry D. Smith and Teresa Cheetham-Palen, Members of Council. Also present were: Aaron Miller, Library Clerk, Ryan Hall, Water Superintendent, Scott Smith, Highway Superintendent and Ellen Estes, Town Clerk.

The Chairman, Mr. Wilson, called the meeting to order at 7:00 PM and invited everyone to join in the Pledge of Allegiance.

Mr. Wilson said that Ms. Cheetham-Palen had pointed out that in the Notes from November 8th, there is a statement that reads "leaves this budget \$59,336 over the 2% tax cap, which should say "leaves this budget \$59,336 under the 2% tax cap".

Resolution No. 227 – 18

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board accepts the Notes from the Public Hearing held Thursday, Nov. 8th, with the change noted above, the Minutes of the Town Board Meeting held Tuesday, November 13th, the Minutes of the Special Town Board Meeting held Tuesday, November 20th and the Minutes of the Bi-Monthly Town Board Meeting held Tuesday, November 27th. This resolution was seconded by Mr. Buysse.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Mr. Buysse:	Yes
Mr. Smith:	Yes
Ms. Cheetham-Palen:	Yes

Privilege of the floor was offered; there were no questions or comments.

The first discussion was an update on the progress of the new well at Water District No. 2.

Mr. Wilson stated that Claude Cormier from Hydrosource had summed it up in an email, he said he had given everyone a copy (this email has been attached to and made a part of these minutes).

Mr. Wilson turned the floor over to Ryan Hall to explain.

Mr. Hall said that the District may potentially have to drill a monitoring well saying they hoped the old well may be able to serve that purpose.

He said the screen is in and the step test has been done. He said the next step is to finish the paperwork due to the State.

When asked, he said the new well is producing approximately 250 gallons per minute.

Mr. Wilson said when the well is developed the projected production should be 300 gpm. He said the drillers were documenting the old well at the same time as the step test in the new well was being performed.

Mr. Biesemeyer asked what size the pump is; Mr. Hall responded that it is 300 gpm but will be dialed down to 250 gpm.

Mr. Hall said the quality testing had been done and would have a two week turn around. There was a brief discussion regarding the 72-hour test.

Ms. Cheetham-Palen asked what's next; Mr. Wilson said the system needs to have an approved design before it can be hooked into the water system.

Mr. Hall stated that the Department of Health requires stamped engineered plans.

Mr. Biesemeyer asked how deep the well is; Mr. Hall said it's 150 feet deep.

Mr. Wilson gave a brief update on the Town's FEMA appeal saying that as a result of the Town's final appeal, the Town is going to receive \$26,342 back which will go towards reducing the \$330,000 the Town still owes themselves.

Mr. Wilson said the draft of the Employee Handbook is back and copies have been circulated. He asked everyone to look it over and said it could be finalized at the next meeting.

Ms. Estes asked for confirmation of whether those hired under the old book would continue to use the old book as previously discussed.

Mr. Smith said they would.

A discussion followed with everyone talking at once.

Mr. Wilson sounded like that wouldn't happen and pointed out a grandfather clause regarding retirement health coverage in the front of the new book to Ms. Estes.

Mr. Biesemeyer seemed to agree with Mr. Wilson.

Ms. Estes stated this is not what was said earlier in the process and said the Board all seemed to be saying different things.

The next item on the agenda was Wildland Fire Planning for Keene. Mr. Wilson said he had given everyone an article that brings up a few important points the Board should be discussing.

Ms. Cheetham-Palen asked if the County was discussing this and making plans.

Mr. Buysse said he was sure they have a plan.

Mr. Biesemeyer said he feels education on safety is most important.

Ms. Cheetham-Palen felt this was a topic worth thinking about.

Aaron Miller said that Jessica (he couldn't think of her last name) is ahead of Disaster Management and Planning at the County.

Mr. Wilson said he and some of the other Supervisors had attended a meeting at DEC and had put some pressure on and asked if DEC was doing fire management planning. He said he felt some active planning should be started.

Resolution No. 228 – 18

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that at their request, East Branch of the Arts be given permission to use Marcy Field on June 16, 2019, for their annual Kite Festival. This resolution was seconded by Ms. Cheetham-Palen.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Mr. Buysse:	Yes
Mr. Smith:	Yes
Ms. Cheetham-Palen:	Yes

Resolution No. 229 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that Lisa Nye's resignation from the Keene Library's Board of Trustees be accepted. This resolution was seconded by Mr. Smith.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Mr. Buysse:	Yes
Mr. Smith:	Yes
Ms. Cheetham-Palen:	Yes

Mr. Biesemeyer asked if now was a good time to discuss Aaron Miller's request regarding benefits.

Deb Whitson, the Town Attorney, said if the discussion is about a specific individual it needs to take place in Executive Session.

Mr. Miller gave a brief update on the Library.

He said that circulation and participation at the library had doubled in the past year. He said with the addition of air conditioning, the KPL was the first library in Essex County to be listed as a "cooling center".

Mr. Biesemeyer cautioned promoting the library as a cooling center due to the past problems with the septic tank.

Mr. Wilson said a port-a-pot could be relocated to that area if necessary.

Mr. Wilson informed those present that a thank you letter had been received from the Keene Valley Library for the \$10,000 donation the Town made to their capital campaign last year.

Mr. Wilson informed the Board that he had received 2 bids for the development of a management plan for the 104 acres in the Keene Community Forest. He said this management plan would be paid for using grant money. He said this plan would plan the development of more trails. He said he plans to team up with the Green Team at Keene Central School saying he has a few ideas including allowing the students to cut Christmas trees and to allow local craftsmen to cut twigs for furniture. He said following the development of this plan, he plans to apply for a DEC Smart Growth Grant to build the trails. He said the bid from Paul Smith's College was for \$9700 and the Town's match for this portion of the project would be \$1800. He said these funds are in the budget. Mr. Biesemeyer said he is familiar with the area saying there is the loop trail and a trail that leads off to Porter Mountain. He asked how many more trails and where; Mr. Wilson said there would be more trails in the pines and going toward Vinney's property. Mr. Biesemeyer questioned what kind of trails they would be, asking if they would be used for mountain biking; Mr. Wilson said "just walking trails". The comment was made that with the parking lot there it would be convenient to park and hike there. When asked, Mr. Wilson said the two bid proposals received were from Paul Smith's College for \$9700 and from a company out of Oklahoma for \$17,000. Mr. Biesemeyer said he would like to look over the bids. Mr. Wilson said he wanted to give the Board a chance to digest this and would put it back on the agenda for the next meeting.

Mr. Wilson said the Board needed to have an Executive Session for a couple of personnel issues.

Resolution No. 230 - 18

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the Town Board enter into Executive Session to discuss personnel. This resolution was seconded by Ms. Cheetham-Palen.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Mr. Buysse:	Yes
Mr. Smith:	Yes
Ms. Cheetham-Palen:	Yes

The Town Board entered into Executive Session at 7:35 PM.

Resolution No. 231 – 18

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that the Town Board reconvene into regular session. This resolution was seconded by Mr. Smith.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Mr. Buysse:	Yes
Mr. Smith:	Yes
Ms. Cheetham-Palen:	Yes

The Town Board reconvened into regular session at 8:07 PM.

Resolution No. 232 – 18

Mr. Buysse offered Resolution No. 232 – 18, a Resolution to Amend the 2018 Budget. This resolution, in its entirety, is attached to and made a part of these minutes. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

Mr. Wilson: Yes
Mr. Biesemeyer: Yes
Mr. Buysse: Yes
Mr. Smith: Yes
Ms. Cheetham-Palen: Yes

Resolution No. 233 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board approve the following bills for payment. This resolution was seconded by Ms. Cheetham-Palen.

Roll Call Vote:

Mr. Wilson: Yes
Mr. Biesemeyer: Yes
Mr. Buysse: Yes
Mr. Smith: Yes
Ms. Cheetham-Palen: Yes

Multi-fund vouchers numbered 804 to 857, totaling \$172,096.68, as follows;

General Fund	- \$26,762.83
Highway Fund	- 64,322.35
Library Fund	- 676.14
Water District #1	- 6,274.37
Water District #2	- 74,060.99

Resolution No. 234 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that with all business having been transacted, this meeting be adjourned. This resolution was seconded by Mr. Smith.

Roll Call Vote:

Mr. Wilson: Yes
Mr. Biesemeyer: Yes
Mr. Buysse: Yes
Mr. Smith: Yes
Ms. Cheetham-Palen: Yes

The meeting was adjourned at 8:08 PM

Ellen S. Estes, Town Clerk
December 13, 2018

Joseph P. Wilson, Supervisor
Robert M. Biesemeyer, Councilman
Michael J. Buysse, Councilman
Jerry D. Smith, Councilman
Teresa Cheetham-Palen, Councilwoman