

June 12, 2018

Minutes of the Town Board Meeting held Tuesday, June 12, 2018, at 7:00 PM, at the Keene Town Hall. The following Town Board Members were present: Joseph P. Wilson, Supervisor, Robert M. Biesemeyer, Michael J. Buysse, Jerry D. Smith and Teresa Cheetham-Palen, Members of Council. Also present were 17 residents, Scott Smith, Highway Superintendent, Deb Whitson, Town Attorney and Ellen Estes, Town Clerk.

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

Resolution No. 125 – 18

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board approve the Minutes of the Town Board Meeting held Tuesday, May 8th, as presented. 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

Privilege of the floor was offered.

Peg LaRose, who said she has 4 or 5 generations buried here, said she has a question about the condition of the cemeteries over Memorial Day saying that in past years they have been well kept and asked what happened this year, saying that these people deserve to have a good maintenance job done.

Mr. Wilson said the condition of the cemeteries over Memorial Day Weekend was his fault, he said he has had staff turnover and he would make sure this doesn't happen again.

Ms. LaRose also asked who was responsible to maintain and fix the tipped over gravestones and crumbling walls.

Mr. Smith said he has been trying to have this maintenance done.

Mr. Wilson said this type of upkeep is up to the family, he said he would look into the cost of repairs.

Mr. Smith said he would like to see grant funding looked into.

Becky Whitney asked about a fund raiser; Mr. Wilson responded that that would be great if there was anyone that wanted to take that on.

Ms. LaRose said she can't spearhead it, but would definitely be willing to help.

Mr. Wilson said anyone with energy to help with that effort would be appreciated.

Ms. LaRose also said she has relatives buried in the Davis Cemetery on Alstead Hill Road and asked why the sign says "private cemetery".

Ms. Estes explained most of the cemeteries are considered private because they are not owned by the Town, but said they are not private in the sense that the public cannot visit there.

Mr. Wilson explained that the law requires that the Town is responsible to maintain any abandoned cemeteries.

Carolyn Fish asked if lots in the newest part of Norton Cemetery (near the Memorial Park) would be available for purchase soon; the answer to this question was no, that there are still lots available in the last section surveyed.

Mrs. Fish asked if the next re-assessment was due in 2020 and asked if the Assessor's term is up in 2019 and how that would be handled if it is.

Mr. Biesemeyer responded saying that when a term expires that the position would be advertised.

Mr. Wilson said he would have to check on when the current term ends; saying Mr. Biesemeyer is correct, the new term will be advertised.

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Mr. Wilson said that the Town has the option to contract with the County for assessing and collecting taxes. He said 5 Towns in the County already do that and said the Town may need to think about that as a cheaper option.

Robin Lawrence spoke about her concern regarding the condition of the cemeteries saying that she understands that new staff is coming on and said that's great; but said she felt the condition was disrespectful to the original settlers and to the Veterans and babies buried in them.

Rose Van Wormer said she would like to expand on what Peg LaRose said saying that on May 26th her family had a committal ceremony for her mother and that she was very surprised to find Norton Cemetery not mowed. She said the grass was so tall that you could not read the birth and death dates on the bottom of the headstone. She said she was wondering what kind of respect this showed, saying the day was difficult enough without these conditions.

She said she would like to thank Jerry Smith for a timely job of getting the engraving done on the stone.

Mr. Wilson again replied that he was sorry for the condition of the cemetery saying it was his error for not being prepared.

There was a brief mention of the memorial bench that was purchased with donations and will be placed in the Veteran's Park in memory of Doug Whitney.

Mr. Wilson gave an update on happenings for Water District #2.

He said Ryan recently spent 3 days operating the plant with fried controllers. He said he is in the process of ordering new motors but will have to fix the electrical problem first. He said that District is struggling to get by and that conservation orders have been put into effect regarding use of fountains, pools and hydrants.

Mr. Wilson said he would like to revisit the discussion regarding the need of another full-time general laborer position. He said there is currently 1 full-time position, 1 part-time position and Ryan's full-time position. He said more duties have been added for these employees, including cemetery maintenance.

He said the maintenance on the Water Districts was let go in the past and Ryan Hall is needed there. He said Ryan will be working 10 hours per week on administration including testing and reporting, 10 hours per week in each District on maintenance, leaving him 10 hours per week supervising events, mowing, etc.

He said the question is how to structure the time for this work.

Mr. Buysse suggested hiring another seasonal laborer as needed.

Mr. Biesemeyer suggested contracting out the maintenance of the cemetery saying he could think of a couple lawn care companies that may be interested.

He also said he doesn't understand the problems with Water District #2 saying the project isn't that old. He suggested the District may need some professional help saying that Ryan is doing good work but said he could probably use professional help to get away from the cut and patch work.

Ms. Cheetham-Palen commented that she is hearing two things, one is that the District could use some professional guidance and that the system was let go.

Mr. Biesemeyer said returning to the cemetery issue, that he doesn't like hiring full-time, saying that once hired, you can never do away with that position.

Mr. Smith commented that more tasks keep getting added to the current staff mentioning the need for a parking attendant at events.

Mr. Buysse didn't seem to feel there was more work, he felt there had been some replacements, he asked if the problem was that more supervision may be needed.

Mr. Smith said everyone seems to be working; he said he drives around a lot watching and said everyone asks if he's checking up on them. He said he didn't agree with the cemetery issue being discussed on Next Door Keene.

Mr. Buysse stated he thought that someone had been hired for the maintenance and as attendant for the skating rink.

Mr. Wilson stated that contracting the cemetery would be just one piece of the problem.

Mr. Buysse again stated that if a part time person was not coming back; a new part time could be hired to replace her.

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After discussing the cost of unemployment, Mr. Wilson said the cost of converting from a part-time position to a full-time is \$5,000.

Mr. Biesemeyer again reiterated that you cannot get rid of an employee after they are put on full-time. He suggested hiring another good part-time person so that there is not extra staff during slack periods.

Mr. Smith said he hears complaints about the cleaning of the pre-school building indicating there is not enough staff.

Resolution No. 126 – 18

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that the Town Board authorize making the current part-time laborer position a full-time position. This resolution was seconded by Mr. Smith.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	No
Mr. Buysse:	No
Mr. Smith:	Yes
Ms. Cheetham-Palen:	Yes

Mr. Wilson said the hiker shuttle has been running every weekend.

He asked Mike Hartson, who happened to be present, how the new van is working out. Mr. Hartson, who recently drove for a Senior Citizens trip, said the new van is difficult for the Seniors to get into, he said he was afraid they were going to lose their balance and fall.

Mr. Wilson said a step has been ordered and discussed removing one of the seats and an extra strap to make access easier.

Carolyn Fish, who was present on the trip, said Mr. Hartson was wonderful with helping the Seniors.

Mr. Wilson said he would remind John to pull out the discussed seat and would follow up on the step and having a strap to hold onto installed.

Mr. Wilson said he was trying to get the County to come do the road stripping on Adirondack and Market Streets.

Mr. Biesemeyer said he would like to see someone deputized to issue parking violations.

Carolyn Fish said she would like to see stripping done on the Hulls Falls Road near the restaurant.

The floor was turned over to Bunny Goodwin, a member of the Keene Energy Committee, to talk about a resolution that the Committee is asking the Town Board to adopt.

Ms. Goodwin gave a little background on the project and said the Committee would like to see the streetlights converted to LED. She said there are two ways to convert saying it is their recommendation to convert through the utility program. She said the current utility bill on streetlights is \$16,000 per year which could be cut to \$8,000 using LED lighting. She explained there are recommendations for wattage and color temperatures which would require a design study be performed. She said Members of the Committee have started an inventory of lights saying they are not sure yet whether a designer is going to be needed.

Mr. Smith asked if the lights could be put on a timer.

Dan Mason said that would be a question for a designer.

Resolution No. 127 – 18

The Town Board adopted Resolution No. 127 – 18, a Resolution Introduced by the Town of Keene Adopting a Policy in Support of a Light Emitting Diode (LED) Street Light Design Aggregation Project. This resolution, in its entirety, is attached to and made a part of these minutes.

Mr. Biesemeyer asked if there has been any discussion on the elimination of some of the lights; multiple Members of the Committee responded by saying "Yes".

The floor was then handed over to Pete Nelson, a Member of the Keene Clean Energy Team to discuss and present a resolution to the Town Board for their consideration of EV charging stations.

He explained this resolution is needed to move forward with EV charging stations at 3 sites in the Town of Keene at no cost to the Town. He said a tentative offer came from Tesla Motors and then a private donor came forward willing to pay for the entire project. He said Marcy Field could be one location and said one location would need to be selected for each Hamlet of Keene and Keene Valley. He said they are proposing that the charging stations be on Town property since the power has to be paid for, he said payment for this is part of the project plan.

Mr. Biesemeyer asked if the Town is under the gun to move forward; Mr. Nelson went on to speak about the donor funding.

Resolution No. 128 – 18

The Town Board adopted Resolution No. 128 – 18, a Resolution for Consideration of EV Charging Stations. This resolution, in its entirety, is attached to and made a part of these minutes.

Jim Bernard gave a very brief update on the Energy Committee's progress with the solar project; he said they may have a contract by the end of the month.

Scott Smith said he had recently attended a 2½ day Highway School Conference in Ithaca saying it covered a variety of helpful topics.

Ms. Cheetham-Palen introduced a Memorandum of Understanding regarding road salt. She said this Understanding is a pledge of intent for Municipalities agreeing to pay attention and work toward a reduction in the use of road salt.

She went on to say that in the future she would be interested in applying for a grant for the purchase of a live-edge snow plow.

Resolution No. 129 – 18

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that the Town Board of the Town of Keene approve adopting Resolution No. 129 – 18, entitled Memorandum of Understanding of Municipal Governments in the Adirondacks Regarding the Application of Road Salt for Winter Maintenance and De-Icing. This resolution, in its entirety, has been attached to and made a part of these minutes. This resolution was seconded by Mr. Wilson.

Roll Call Vote:

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

Resolution No. 130 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that at their request, the High Peaks Artists be given permission to hold an art exhibit at the Holt House from August 11th through August 13th. 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

Resolution No. 131 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that at their request, the American Legion be given permission to use the Holt House and Marcy Field for their annual Flaming Leaves Car Show on Sunday, September 23rd. 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

Resolution No. 132 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that at her request, Marcy Neville be given permission to set up a table for Voter Registration on Marcy Field during this weekend's Kite Fest. 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

Resolution No. 133 – 18

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, at the recommendation of the Youth Commission Board, the following individuals be appointed to the following positions at the rate of pay stated:

- Bonnie Mitchell – Bus Driver / Counselor / RTE - \$20 per hour
- Haley Garno Potter – Counselor / RTE - \$11.50 per hour
- Caitlyn Lopez – Counselor - \$11.50 per hour
- Emily Whitney – Counselor / Lifeguard / Progressive Swimming Inst. - \$15.00 per hour

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

Mr. Wilson informed the Board that the County plans to be increase the rate the Town pays for trash from \$62 per ton to \$87 per ton. He said the Town should consider doubling the rate they charge from 10 cents per pound to 20 cents per pound.

Mr. Biesemeyer said he didn't think it should be doubled; suggesting the Town move a little slower. He also suggested looking hard at bulky days saying a lot of trash is accepted from businesses, such as caretakers.

Mr. Wilson also said there are changes coming up regarding the handling of electronics. He said at this time he is not looking for any decisions; saying he just wants to get the word of the increases out.

Mr. Wilson gave an update on the John Brook Bridge project.

He said the Town and County are working to obtain permission to use Mulligan's Pass during construction. He said work will need to be done on this pass before use and then it will need to be restored to its original condition after.

He said access will be restricted to local traffic saying the hiker van will be allowed, but private cars will not have access to the garden parking lot. He spoke about the need for a gate.

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He said work on the road to get ready for construction can be done this year cutting down on the time the construction will take next year. He said the bridge replacement has been estimated at 3 months.

Mr. Biesemeyer said he is very familiar with this pass and said he doesn't think an electronic gate will work.

Mr. Smith asked for an update on how the progress was going with the Town Historian and Archive issues.

Mr. Wilson said he has invited the Town Historian, Janet Hall, to the last two meetings, but hasn't heard back.

Mr. Biesemeyer said that something missing in the proposed Town Historian job description is to have all town material consolidated into the Town Archives and to include archive hours to be open for the public.

Tom Both, who is a Member of the Historical Society, and is working on this project said that should wait until the job description is complete and has been accepted.

Mr. Biesemeyer commented that it's frustrating that the public doesn't have access to these materials.

Resolution No. 134 – 18

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Historian be instructed to bring all archive material back to the Keene Library by the end of this month. 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

Mr. Wilson said that Greg Cromer, who produces aerial photography, stopped by the Town Hall with a framed photograph taken of the hamlet of Keene last fall. He said a framed 18" x 24" photo for the Town Hall of each hamlet would cost \$150 each.

Resolution No. 135 – 18

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board authorize the purchase of a framed photo for Keene and one for Keene Valley at the cost of \$150 each. This resolution was seconded by Mr. Wilson.

Roll Call Vote:

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

Mr. Wilson said the Town funds are being managed more actively saying that by keeping more of the fund balance in an interest bearing account is maximizing the amount of interest earned on Town funds.

Tom Both asked how progress was going on the job description for Town Historian; Mr. Wilson responded that that one and others are being worked on to be added to the new Employee Handbook.

Carolyn Fish informed the Board that she is having an issue with mice at the food pantry.

Mr. Wilson said that Ryan Hall has set more traps there at the Community Center.

Resolution No. 136 – 18

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the Amendment for the Supervisor's Monthly Financial Statement for March and accept the Supervisor's Monthly Financial Statement for April and have them placed on file with the Town Clerk. 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. 137 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the following bills be accepted for payment, including those that were prepaid. 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 334 to 411, totaling 170,575.19, as follows:

General Fund	- \$37,624.47
Highway Fund	- 24,088.11
Library Fund	- 2,445.29
Water District #1	- 46,503.64
Water District #2	- 59,913.68

Resolution No. 138 – 18

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board enter into Executive Session to discuss a legal issue. 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

Mr. Wilson, Mr. Biesemeyer, Mr. Smith, Ms. Cheetham-Palen and Ms. Whitson entered Executive Session at 8:30 PM.

Resolution No. 139 – 18

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board reconvene into regular session. 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 reconvened into regular session at 8:41 PM.

Mr. Wilson said no decisions were made in Executive Session.

Mr. Wilson said he had one more resolution that needed to be adopted.

Resolution No. 140 - 18

The Town Board adopted Resolution No. 140 – 18, a Resolution Approving Partial Settlement. This resolution, in its entirety, is attached to and made a part of these minutes.

Mr. Buysse asked for an update on the Gulf Brook Project.

Mr. Wilson said the final paperwork is being done for Storm Recovery and will be sent to the property owners. He said there are some legal requirements that need to be taken care of first.

Mr. Biesemeyer asked if Erik Sandblom is on top of this; Mr. Wilson said he is.

Mr. Biesemeyer also said that Erik Sandblom has agreed to a final group meeting with the landowners.

Resolution No. 141 – 18

Mr. Smith 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 Ms. Cheetham-Palen.

Roll Call Vote:

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

The meeting was adjourned at 8:44 PM.

Ellen S. Estes, Town Clerk
June 22, 2018

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