

December 26, 2017

Minutes of the Bi-Monthly Town Board Meeting held Tuesday, December 26, 2017, at 5:30 PM, at the Keene Town Hall. The following Town Board Members were present: Joseph P. Wilson, Jr., Supervisor, Paul R. Martin, Robert M. Biesemeyer, Michael J. Buysse and Jerry D. Smith, Members of Council. Also present were: Teresa Cheetam-Palen, Council Member Elect, Scott Smith, Highway Superintendent Elect, Ryan Hall, Water Superintendent and Ellen Estes, Town Clerk.

The Chairman, Mr. Wilson, called the meeting to order at 5:31 PM.

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

Mr. Wilson said the first business that needed to be discussed was the date of the Bi-Monthly Meeting in January. He said the last Tuesday of January is the 30th and he would be away. He said that January is a 5-Tuesday month and asked the Board how they felt about rescheduling to Tuesday the 23rd.

Everyone agreed

The Board then discussed the Annual Accounting of Officers and Employees and agreed to perform their audits during the Bi-Monthly Meeting mentioned above.

Resolution No. 250 – 17

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board approve this resolution as a Blanket Resolution for all End of Year Transfers. This resolution was seconded by Mr. Smith.

Roll Call Vote:

Mr. Wilson: Yes
Mr. Martin: Yes
Mr. Biesemeyer: Yes
Mr. Buysse: Yes
Mr. Smith: Yes

Mr. Wilson said there was not a December Supervisor's Monthly Financial Statement ready for filing yet.

When asked by Mr. Smith if the Statements are up to date, Mr. Wilson responded that the last one filed was October, saying there was just November and December to go. Mr. Wilson said more importantly than the Monthly Statements was the Annual Report for the State, he said last year's report wasn't ready until into April and that this year he hoped to have it ready by the middle of February.

Resolution No. 251 – 17

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the following bills for payment, including those that were prepaid. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

Mr. Wilson: Yes
Mr. Martin: Yes
Mr. Biesemeyer: Yes
Mr. Buysse: Yes
Mr. Smith: Yes

Multi – Fund Vouchers numbered 785, 788 to 818 and 821, totaling \$13,927.82, as follows:

General Fund	- \$8,134.08
Highway Fund	- 2,524.72
Library Fund	- 322.95
Water District #1	- 1,321.36
Water District #2	- 1,624.71

Mr. Biesemeyer said the new scales at the transfer station are nice.
Mr. Wilson said that the Town can start earning back lost revenue.

Mr. Wilson informed Mr. Buysse that for the Youth Commission Board to add two more members they need to read their resolution at one meeting and vote on it at the next.
Ms. Estes also pointed out that their by-laws will need to be amended.

Mr. Martin said he felt it was important for 2018 to have The Employee Handbook reviewed.

Mr. Wilson said there are a couple of things the Town's insurance company wants added saying they are harassment and internet use.

Mr. Biesemeyer said this is a small town and you shouldn't have to dictate the small stuff, he said a "good employee is a good employee". He said there are important things that should be in black and white like the 20-year insurance benefit or the "use it or lose it" on time off.

With no other business to discuss, Mr. Wilson said he would like to say thank you to Paul Martin for his many years of service.
Everyone present seconded that.

Resolution No. 252 – 17

Mr. Martin 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. Biesemeyer.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Martin:	Yes
Mr. Biesemeyer:	Yes
Mr. Buysse:	Yes
Mr. Smith:	Yes

The meeting was adjourned at 5:46 PM.

Ellen S. Estes, Town Clerk
December 29, 2017

Joseph P. Wilson, Jr., Supervisor
Paul R. Martin, Councilman
Robert M. Biesemeyer, Councilman
Michael J. Buysse, Councilman
Jerry D. Smith, Councilman