

January 31, 2017

Minutes of the Annual Accounting of Employees and Officers and Bi-Monthly Town Board Meeting held Tuesday, January 31, 2017, at 5:30 PM, at the Keene Town Hall. The following Town Board Members were present: Paul R. Martin, Michael J. Buysse and Jerry D. Smith, Members of Council. Absent: Joseph P. Wilson, Jr., Supervisor and Robert M. Biesemeyer, Council Member. Also present: 1 resident, Ryan Hall, Water Superintendent, Connie Hickey, Town Justice and Ellen Estes, Town Clerk.

Mr. Martin, the Acting Chairman, called the meeting to order at 5:33 PM.

The first business held was the Annual Accounting of Employees and Officers.

Resolution No. 64 – 17

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board accept Connie Hickey's Town Justice Report of Receipts and Disbursements and have it filed with the Town Clerk and accept the audit of her records as presented. This resolution was seconded by Mr. Buysse.

Roll Call Vote:

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

Resolution No. 65 – 17

Mr. Martin offered a resolution and moved its adoption. Be it resolved, that the Town Board accept Kent Wells' Town Justice Report of Receipts and Disbursements and have it filed with the Town Clerk and accept the audit of his records as presented. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

Resolution No. 66 – 17

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the Town Board accept Ellen Estes' Town Clerk Report of Receipts and Disbursements and have it filed in the Town Clerk's Office. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

Resolution No. 67 – 17

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board accept Derrick Martineau's Building Codes Report of Receipts and Disbursements and have it filed in the Town Clerk's Office. This resolution was seconded by Mr. Buysse.

Roll Call Vote:

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

Resolution No. 68 – 17

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the Town Board accept Donna Austin's Essex County Receipt for Settlement of Taxes for the Year 2016 and have it placed on file in the Town Clerk's Office. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

The Town Board reviewed a letter of explanation from Susan Whitney explaining how transactions on the Supervisor's records are transacted. Upon tonight's receipt of the August and September 2016 Supervisor's Monthly Financial Reports, the Town Board opted to wait until the completion of the other three 2016 Supervisor's Reports before conducting their Annual Audit for the Supervisor's Records.

A letter requesting permission to use Marcy Field for a September 1, 2018 wedding was received from Brittany Young and Brett Guerin. The Town Board discussed this request saying the date was okay, but some of the details would need to be worked out. In this request, Brittany asked multiple questions:

- She asked if there was a limit to the number of people allowed, the Board agreed there was not, though if they are planning 200 – 250 people they would be required to bring in their own port-a-pots.
- She asked if 25 to 50 people would be allowed to camp there, the Board felt they would need to look into this.
- She asked if a bonfire would be allowed, the Board said that was a possibility with a fire pit and permit.
- She asked if a one-million dollar insurance rider was enough, the Board said that was good.
- The Board said that the question regarding liquor being served would require the hosts to obtain an "Event License" from the NYS Liquor Authority.

Mr. Martin said he was going to hold off on a resolution to close out a capital fund saying he didn't have all the information necessary.

Resolution No. 69 – 17

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that at Gary Manley's request, authorization be given to sign the Shared Agreement with NYS DOT. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

Resolution No. 70 – 17

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 Mr. Smith.

Roll Call Vote:

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

The Town Board entered into Executive Session at 6:18 PM.

Resolution No. 71 – 17

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 Mr. Buysse.

Roll Call Vote:

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

The Town Board reconvened into regular session at 6:34 PM.

Resolution No. 72 – 17

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the Supervisor's Monthly Financial Statements for August and September and have them placed on file with the Town Clerk. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

Resolution No. 73 – 17

Mr. Buysse 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. Smith.

Roll Call Vote:

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

Multi-Fund Vouchers for 2016, Numbered 870 to 889, totaling \$50,634.40, as follows:

General Fund	- \$ 8,404.49
Highway Fund	- 40,515.26
Library Fund	- 45.83
Water District #1 Fund	- 549.90
Water District #2 Fund	- 1,118.92

Multi-Fund Vouchers for 2017, Numbered 24-1 to 53, totaling \$29,510.20, as follows:

General Fund	- \$ 4,713.67
Highway Fund	- 5,969.86
Library Fund	- 150.74
Water District #1	- 100.93
Water District #2	- 18,575.00

Resolution No. 74 – 17

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 Mr. Buysse.

Roll Call Vote:

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

This meeting was adjourned at 6:47 PM.

Ellen S. Estes, Town Clerk
February 3, 2017

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

