

September 26, 2017

Minutes of the Bi-Monthly Town Board Meeting held Tuesday, September 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: Marlene Martin and Susan Kennedy, Dept. of Health, Todd Hodgeson, Essex County Public Works, Scott Smith, Deputy Highway Superintendent, Ryan Hall, Water Superintendent, Craig Holmes, Susan Whitney, Clerk to the Supervisor and Ellen Estes, Town Clerk.

The Chairman, Mr. Wilson, called the meeting to order at 5:33 PM.

Mr. Wilson offered privilege of the floor, there were no comments or questions.

Mr. Wilson introduced tonight's first topic as Water District No. 2.

Mr. Wilson began by explaining that Todd Hodgeson from Essex County Public Works has given a proposal of the costs he feels would be associated with the Scope of Services Proposal prepared by HydroSource Associates. He said Todd is working to restructure this large estimate with a proposal that would cut cost for the Water District, while still being acceptable to the Department of Health.

He said the goal is to get online with the production of a new well.

He said one way to cut cost is to partner with a crew from another municipality who has experience with this type of work and to do as much of the work as possible in house.

He said if the Department of Health will give the Town some leeway, he will begin the work on securing the Bond Anticipation Note.

Todd Hodgeson said that the first step has been completed saying that HydroSource has found a promising site for the well. He said the location of this site is given in the results of their proposal. He said the Town already has one good well in the same aquifer. He said the next step is drilling saying the Town is making progress toward getting a redundant well drilled.

Mr. Martin said he knows the site and it will need a road. He asked Ryan Hall if the ground is soggy; Ryan said it was not. He asked Ryan what route the line will take; Ryan said he was hoping for the most direct route.

Mr. Wilson said he is working with the School to establish this route while not disrupting an outside classroom in that area.

There was a discussion about the location; Mr. Hall said it's about 20' off Trails End Way.

The Board discussed the area.

The discussion returned to cost.

Again, Mr. Wilson said to keep cost down the Town could try to hire a water crew from another municipality that has done this before and he also mentioned using already budgeted funds from this year's budget to go as far as we can.

Mr. Hodgeson also mentioned that Ryan already has some of the equipment, like the automatic dialer, that is named in the proposal, purchased.

Mr. Biesemeyer said he didn't think it was a good idea not to have a project manager. He said he thought this was opening the door to problems, with mistakes being made and no one to hold accountable.

Mr. Wilson said that Todd may be able to be a consultant, but not a project manager. He said that Todd would come up with the new stages; he questioned Todd on them saying they would be the proposal to meet DOH requirements, securing the B.A.N., and getting the road marked out with the school's approval.

Mr. Biesemeyer asked Susan Kennedy what the Department of Health needs from the Town; Susan said they would need to know the entire scope of the project saying she has been through a lot of similar projects and advising the Board not to low ball the cost.

Mr. Wilson told the Board that they will have to decide if they want to drill a test well or a full bore well. He explained that a full bore well is a well with an 8" diameter with casing.

Mrs. Kennedy explained that a residential well is different from a municipal well. She said the Town will be looking for a sand deposit well. She said the driller will conduct an analysis as they drill, this will aid in designing the size of the well screen.

Mr. Biesemeyer asked Mrs. Kennedy if \$100,000 for drilling this well is within realm; she said yes.

Mr. Biesemeyer said he was just trying to understand the difference between residential and municipal.

Mrs. Kennedy gave an explanation about sand and gravel wells, as opposed to bedrock, saying that the yield lasts better.

After Mrs. Kennedy's explanation, Mr. Biesemeyer said it's not much different than a residential well.

Mrs. Kennedy also mentioned that a bedrock well may be the next choice.

Mr. Biesemeyer asked who does this type of drilling; Mr. Hodgeson named Lane Christianson.

Mr. Hodgeson said he would pull the estimate together for the Town.

Mr. Wilson explained the Town would seek a 5-year Bond Anticipation Note.

Mr. Biesemeyer questioned whether \$250,000 was a realistic amount for the road, the well and to harness the well.

Mr. Wilson suggested letting Mr. Hodgeson come up with his proposed estimate.

Mr. Biesemeyer asked Susan Kennedy if the Department of Health would work with the Town on the time frame this would take; she answered "absolutely".

The Board thanked Mrs. Martin, Mrs. Kennedy and Mr. Hodgeson for being here tonight.

Mr. Wilson gave a brief update on the Gulf Brook and Beede Brook projects.

He said these projects have a new project manager and are moving ahead. He said the engineering and the permitting are underway.

He gave a brief explanation regarding the plans for a temporary water line for Bucks Lane during the time the Bucks Lane bridge is under construction.

He said that Erik Sandblom will be handling the easements for the Gulf Brook project.

Mr. Biesemeyer asked what the time frame on the Gulf Brook project was; Mr. Wilson said they would like to cut the trees by the end of the year saying the easements would come first.

Mr. Biesemeyer asked if the money has been allocated saying he is concerned the Town could lose the funding; Mr. Wilson said the State is committed.

Mr. Biesemeyer said he's concerned with all the events FEMA will be covering saying this commitment is all verbal; Mr. Wilson said he will get back to the new project manager to try to get a commitment letter.

Mr. Wilson said the project is gearing up for bridge construction in 2018.

Mr. Wilson gave an update on hiker parking.

He said that Betty Little came by and that she still has the hiker parking problems on her mind. He said she has offered funds for additional parking and bathrooms at the Holt House.

Mr. Biesemeyer said this would involve extra maintenance and someone to clean, etc.

He said he agrees with the idea to expand the parking at the parking lot on Marcy Field.

Mr. Buysse said he does too.

Mr. Biesemeyer said that maybe the Town could partner with other environmental groups to expand the shuttle.

Mr. Wilson said he is meeting with Mike Carr from the Adirondack Land Trust tomorrow in regards to the Stipp property on Route 73. He said he would like to see the Adk. Land Trust buy that property for parking to hold it for a future sale to the State.

Mr. Biesemeyer said there is a need for a masterplan to deal with hiker parking, he said the road parking is a big problem. He said the plan could call for expanding the shuttle. He said the Owls Head parking is not the main problem.

Mr. Wilson said the APA has invited him to come to a presentation regarding these problems.

He said he would get together with Mike Carr as a start.

Mr. Wilson said that on behalf of the Planning Board he has spoken to the L.A. Group in Saratoga about coming to have a look and give their engineering opinion of the Albano project proposed for Gristmill Lane. He said the fee would be up to \$2500.00.

Mr. Biesemeyer said it would be so much easier to get someone nearby to take a look.

Mr. Wilson said he and Derrick Martineau made calls to engineering firms and this was the only response they got. He said they would review the plans, review the Site Plan Review Law and come to look at the site and give their evaluation if necessary.

Mr. Biesemeyer explained what he asked David Deyo to do, he said this project shouldn't have been permitted, he said he has looked at the building plans that Derrick has and they would require a huge lot. He said any surveyor could locate the footprint of the house and delineate the road's right-of-way. He said what needs to be done is simple and he hates to see the Town spend \$2,500.

Mr. Wilson said the problem is that the Site Plan Review Law is outdated.

Mr. Biesemeyer said he feels this problem is all covered under New York State Building Code.

Mr. Wilson told Mr. Biesemeyer it was his idea to hire someone.

Mr. Biesemeyer explained again how he feels.

Mr. Wilson said it was his idea and asked for names of engineers to call.

Mr. Biesemeyer said this has all been a miscommunication. He said the opinion should be based on NYS Building Code and not the Site Plan Review Law. He said another concern there is for the parking.

Mr. Biesemeyer said the way he reads the fees in this proposal is \$2500 and \$650 per meeting that the firm attends.

Mr. Biesemeyer and Mr. Wilson will both talk to David Deyo.

Mr. Biesemeyer will suggest some engineers.

Mr. Wilson said he had received an email from Fred Clement asking if a permanent fence could be placed around the community garden. He said the gardeners would pay for the fence, maintenance of the fence was unclear.

Resolution No. 203 – 17

Mr. Martin offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the proposal from the gardeners of the Community Garden to allow them to erect a permanent fence at their expense around the garden. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

Mr. Wilson: Yes

Mr. Martin: Yes

Mr. Biesemeyer: Yes

Mr. Buysse: Yes

Mr. Smith: No

Mr. Wilson said he would ask the gardeners to take over the care of the gardens at the site of the old highway garage.

Mr. Wilson supplied the Board with two lists of equipment that the highway and public works departments would like to declare surplus for auction. He said the plan is to have them listed with Auctions International, an online auction clearing house.

He said the public works list includes 2 pieces of equipment that will be sold pending whether their replacement is approved in the 2018 budget.

Resolution No. 204 – 17

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the highway list of equipment, as listed, to be declared surplus and put out for auction. Be it also resolved, that the items highlighted in orange on the public works list be declared surplus, including the 2 items that have been starred which will be pending replacement approval in the 2018 budget. 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

This concluded the Bi-Monthly Town Board Meeting, the Town Board then moved into a budget workshop.

Mr. Wilson explained to the Board that he had received a request from John Schuler asking that a donation of \$2,750 be put in the budget to help fund a Beatlemania Concert next summer.

No final decision was made.

Mr. Wilson said the final number on tonight's draft of the budget is at \$1,749,034, he said that is \$25,000 under the 2% tax cap, saying some changes he has made were:

- \$6500 was put in as a revenue to be reimbursed by DEC for the Hurricane Mountain Steward,
- he said he lowered the unemployment line to \$5,000, since there will only be one person collecting,
- he raised the hiker shuttle revenue \$3,000,
- he said he lowered the refuse & garbage expenditure line by \$15,000,
- he said he raised the interest and earnings in the General Fund \$3,000,
- he added revenue from sale of equipment by \$2,500,
- he said he lowered general repairs in the Highway Budget \$10,000, and
- lowered machinery contractual in the Highway Budget \$5,000.

He said this draft does not show the \$10,000 requested by the Keene Valley Library for their capital improvement project.

He said the figure in the Library budget allows for the new library clerk to work 16 hours at \$16.00 per hour.

Mr. Biesemeyer said he didn't think the Library Board would be happy with 16 hours, he said he will be meeting with the Board for their Board Meeting on October 5th.

The Board discussed moving the medical insurance for the outgoing Librarian to the General Fund in 2019.

Mr. Martin asked if the Board was going to enter Executive Session for personnel.

Mr. Biesemeyer said if it's to discuss salaries, that should be done in public session.

Mr. Wilson informed the Board that the Towns of Jay and St. Armand gave the same increase to their contracted employees as their other employees.

The next discussion was in regards to the Supervisor's salary.

Mr. Biesemeyer said the options that have been discussed are the 3% raise, a \$2,000 raise and \$3,000 put back in the budget for the Budget Officer. He said he has no problem with the 3% increase and the \$3,000 for Budget Officer, but is not in favor of the \$2,000 raise.

Mr. Martin said in 2015, the Supervisor's salary was \$26,820, he said in 2016, it went to \$30,820 plus the Supervisor was given \$3,000 to be Budget Officer. He said when Mr. Wilson began in 2017, the Supervisor's salary was set at \$28,000. He said he is in favor of the \$2,000 raise and the addition of \$3,000 as Budget Officer, but not the 3%.

Mr. Buysse said he thinks the salary for the position should be raised.

(continued)

Mr. Biesemeyer spoke about the change in the term of office, which has gone from a 2-year term to a 4-year term. He said in the instance that someone does not do a good job, the Town Board can control the \$3,000 for the Budget Officer.

Mr. Smith said he felt the base salary for the Supervisor and the Highway Superintendent should be \$50,000 for each.

Mr. Biesemeyer made a motion to retain the Supervisor's base salary at \$28,000 with a 3% increase and the reinstatement of \$3,000 for the Budget Officer's duties. This brings this position combined to \$31,840. There was no second to this motion.

Resolution No. 205 – 17

Mr. Martin offered a resolution and moved its adoption. Be it resolved, that the Town Board authorize a \$2,000 raise for the Supervisor, with no 3% cost of living raise included, bringing his salary to \$30,000 and reinstating \$3,000 for his position as Budget Officer. This resolution was seconded by Mr. Smith.

Roll Call Vote:

Mr. Wilson:	Abstain
Mr. Martin:	Yes
Mr. Biesemeyer:	No
Mr. Buysse:	Yes
Mr. Smith:	Yes

Mrs. Estes told the Board that the salaries for the Tax Collector and the Town Clerk should be combined on the same line since the position of Tax Collector has been abolished and the duties have been placed upon the Town Clerk.

Mr. Martin questioned whether the 3% increase should be given on the tax collection.

Mrs. Estes said it didn't matter to her; the Board agreed to include the 3%.

Next was a discussion regarding the salary discussed for Ryan Hall, who had previously requested going from hourly with overtime to a salary of \$52,000 with no overtime.

Mr. Biesemeyer suggested waiting a year and monitoring the overtime.

Mr. Hall said most of his overtime is due to snow and water quality.

Mr. Biesemeyer said there may be some instances when Mr. Wilson could call someone else in for overtime.

Mrs. Whitney said some of Mr. Hall's overtime hours were when he was acting as Deputy Superintendent.

Mr. Martin suggested an hourly increase.

The Board discussed what Mr. Hall was making, which Mr. Hall said was "\$18 something".

Mr. Smith suggested paying Mr. Hall the same hourly wage as the Highway Crew. Discussion revealed that the highway crew makes \$22.71 this year and are in the budget for a 3% increase for next year bringing their 2018 hourly rate to \$23.39.

The Board seemed to all be in agreement to raise Mr. Hall in 2018 to \$23.39.

The next salary discussed was for the position of Highway Superintendent.

Mr. Biesemeyer said it was his understanding that the figure the Board has been talking about as a base salary for this position is \$50,500.

Mr. Smith said he would suggest \$51,000; Mr. Martin said he would suggest \$54,000 and Mr. Buysse said he would suggest \$52,000.

Mr. Smith said the Board could give an increase next year if the Highway Superintendent does a good job.

Resolution No. 206 – 17

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the Town Board set the Highway Superintendent's salary for 2018 as \$52,000. This resolution was seconded by Mr. Martin.

Roll Call Vote:

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

Mr. Wilson introduced the next topic being whether to extend the Veteran's Exemption for the Cold War era. He said there are currently 2 people claiming this exemption saying the benefit is a reduction of \$30,000 off their assessment value.

The Board agreed to extend this benefit.

Mr. Wilson said the Town will plan to move forward with the Local Law at the next Town Board Meeting.

The Board discussed the 4 pieces of equipment requested by Ryan Hall to be purchased and/or leased.

The Board was all in agreement to the list as presented; this list has been attached to and made a part of these minutes.

Mr. Wilson asked the Board if there is room in the budget, do they want to donate the requested \$10,000 to the Keene Valley Library's capital fund; Mr. Biesemeyer suggested waiting on that saying more money may need to go into the budget for the part time clerk at the Keene Library.

Resolution No. 206 – 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. Biesemeyer.

Roll Call Vote:

Mr. Wilson: Yes

Mr. Martin: Yes

Mr. Biesemeyer: Yes

Mr. Buysse: Yes

Mr. Smith: Yes

This meeting adjourned at 7:48 PM.

Ellen S. Estes, Town Clerk
October 3, 2017

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