

February 12, 2019

Minutes of the Town Board Meeting held Tuesday, February 12, 2019, 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: 3 Residents, Ryan Hall, Water Superintendent, Scott Smith, Highway Superintendent, Deb Whitson, Town Attorney and Ellen Estes, Town Clerk.

The Chairman, Mr. Wilson, called the meeting to order at 7:03 PM and invited everyone present to join in the Pledge of Allegiance.

Mr. Biesemeyer said there was an error in the minutes of January 29th saying that during the cemetery discussion "Mr. Biesemeyer suggested waiting until there is a full Board to have a unanimous vote" not an anonymous vote.

Resolution No. 68 – 19

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that the Town Board adopt the Minutes of the Organizational Town Board Meeting held January 3rd, the Minutes of the Town Board Meeting held January 8th, the Minutes of the Annual Audit of Officers and Employees held January 29th, as presented and the Minutes of the Bi-Monthly Town Board Meeting held January 29th, with the above correction. 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. Wilson said that Paul Smith's College had been scheduled to be present to discuss their plans for the Community Forest design at Marcy Field. He said that due to tonight's snowstorm they had rescheduled for the Bi-Monthly Meeting on February 26th at 5:30 PM.

Mr. Wilson offered Privilege of the Floor, there were no questions or comments.

Mr. Wilson said the first item on the agenda is the Employee Handbook. He asked is anyone had found anything needing to be changed in the most current draft; no one had.

He asked if the Board wanted to adopt the handbook now or when the resolution listing prior and current, eligible employees and retirees was ready. He suggested a date be set for the handbook to take effect, suggesting March 1st.

Mr. Wilson suggested that the resolution could be ready for the February 26th meeting saying that would give Ms. Whitney time to compile the list of employees & retirees now eligible for insurance.

Ms. Cheetham-Palen suggested waiting to adopt the handbook until the resolution was ready; Mr. Buysse and Mr. Biesemeyer agreed.

Mr. Wilson said he would work with Susan on the list of employees & retirees and with Deb Whitson on the wording of the resolution.

The next discussion was a request to purchase a cemetery lot at Norton Cemetery which was tabled at the last meeting.

The Board discussed the requirements for purchasing a cemetery lot.

Mr. Biesemeyer said this request included a sad story.

Mr. Smith informed the Board about an area at the lower elevation of the available lots being a good place for cremation burials.

Mr. Buysse said he felt the Board should stick to their guns and not change the policy saying the Town doesn't have an awful lot of cemetery space.

Mr. Wilson said he agrees with Mr. Buysse, saying the Town sells these lots at a low cost and the taxpayer subsidizes the cemetery.

(continued)

Mr. Smith pointed out that exceptions have been made before.

Ms. Cheetham-Palen said she doesn't like changing policies.

Mr. Wilson said that with the Forest Project, he was thinking maybe there will be a steep slope that could be used for green burials.

Tony Goodwin, who was present, shared a story from the 1980's when the Town of Keene denied letting the "Santa Clause" from the North Pole buy a lot.

Mr. Biesemeyer said this is not an easy decision.

Ms. Cheetham-Palen said these requests could be handled case by case if it doesn't happen often.

Resolution No. 69 – 19

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board give authorization for Alex Gigante to purchase a Cemetery Plot (2 grave lot) at Norton Cemetery, preferably in the Cremation Area. This resolution was seconded by Mr. Biesemeyer.

Mr. Wilson: Yes

Mr. Biesemeyer: Yes

Mr. Buysse: Oppose

Mr. Smith: Yes

Ms. Cheetham-Palen: Yes

There was a brief discussion about the installation of the solar panel construction at the highway garage. Mr. Wilson said he didn't know how this snow would hold it up.

Scott Smith said the panels may all be up, he said it looked like they were working with the conduit now.

Mr. Wilson gave an update on the Salt Shed Project. He said the estimated cost on the construction has gone up over 20%, from \$865,000 to \$1.1 Million.

He said the project is being put out to bid using the original design and that AES is working on a smaller design to get the cost back down if necessary.

He said that some of the costs can be cut by having the County do the paving and the Highway do the excavating.

Mr. Wilson gave an update on Water District #2 saying one of the bonds has been paid off. He said there will be no change in the fees paid by users saying that a B.A.N. will need to be taken out for more work needed with the new back up well.

Mr. Wilson said that because of an incident that happened to a local organization, he got concerned about computer security and has contracted with Ken Hughes to perform a security audit and make recommendations for the Data Processor's Computer at the Town Hall and the computers at the Library. He said the cost of this service is \$1,500, possibly as low as \$1,250 and not more than \$1,750.

There was a brief discussion about what happened; Mr. Wilson said this concern has been on his mind lately, saying it's a more common occurrence.

Ms. Cheetham-Palen said it was discussed at a conference she attended.

Pete Nelson, who happened to be present, said that he used to work in computer security and would be willing to review the report.

Bunny Goodwin gave a brief update on the Clean Energy Committee.

She said the committee has found 2 companies, Troy & Banks and Wendel, who can perform the forensic audit. She said there is no charge for the audit and there is a possibility that there could be reimbursements recouped for errors.

Mr. Wilson explained that this audit is on the Towns accounts with NYSEG to identify past errors in billing.

Resolution No. 70 – 19

The Town Board adopted Resolution No. 70 – 19, a Municipal Resolution for the ANCA SLADA Forensic Service Initiative. This resolution, in its entirety, is attached to and made a part of these minutes.

Pete Nelson gave a brief update on the progress with the EV Stations Project. He said the next step is the concrete work at the sites, McDonough's in Keene Valley and the site of the Old Fire House in Keene.

Mr. Wilson said he has been notified by NYSEG that there is an application permit fee, however, he said he is having trouble getting a hold of someone to find out how much it is.

Mr. Nelson said he had given a presentation to the 5th and 6th grade and the children had been wonderful. He said it would be a pleasure to have the kids involved.

The Board said they had received a letter from this group of kids.

There was a brief mention of the receipt of the crosswalk materials for the crosswalk going in across Market Street in front of the school.

Ms. Cheetham-Palen spoke about the Street Light Policy Draft she had prepared saying she wrote it after reviewing multiple guidelines. She asked the Board to read it and said that she would welcome their feedback.

She said having a policy may help as the streetlights are changed to LED saying a policy may answer questions and address requests.

Mr. Biesemeyer asked if the Board was still trying to eliminate some of the lights; a discussion followed.

Ms. Cheetham-Palen said there is a link to the GIS mapping that shows streetlight locations; she said this may be used to formulate places where lights can be removed.

Mr. Wilson asked the Board to read over this draft saying the Board can then look at it in depth.

There was a brief discussion regarding a request to use Marcy Field for a wedding on June 29th, 2019.

Mr. Biesemeyer asked if they had been informed of the charge; Ms. Estes said they had been.

Resolution No. 71 – 19

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that authorization be given for Allison Rutherford to use the area behind the Holt House on Saturday, June 29th as a site for a wedding and reception. 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 he had received a request from the Farmers' Market asking to be allowed to start the market 2 weeks earlier this year, on June 2nd.

Since the Board seemed to be in agreement to allow this, Mr. Wilson asked if there would be any additional charge, they all agreed there wouldn't be.

Resolution No. 72 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board give permission to the Farmers' Market to begin their market on June 2nd. 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

There was a brief discussion regarding the permanent marking of the field to prevent constant dig safe requests.

Mr. Buysse also suggested having permanent sign posts put in for organizations to advertise upcoming events.

Everyone agreed this was a good idea.

Mr. Wilson said he was contacted by the Masons and Wardens regarding their craft fair in July. He said he had forgotten that the Town Board waived the fee for them to use Marcy Field because they donate their proceeds to Food Pantries in Essex County.

Resolution No. 73 – 19

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that due to the fact that the organization gives its proceeds to local food pantries, the Town Board waive the fee for the Wardens and Masons Craft Fair in July. 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. Biesemeyer asked if Vinney McClelland was running the local food pantry now. Mr. Wilson said he is; there was a brief discussion on how it is being handled. No one was positive about the particulars but seemed to think that the food pantry plans to use the Valley Grocery to allow individuals to charge there. Mr. Biesemeyer asked if that meant that individuals needing help should contact Vinney. Mr. Wilson said he would talk to Vinney; he said he has a meeting coming up with him anyway.

Mr. Wilson said that Caleb Cook is going to build a new bottle house to replace the old one at the transfer station as his senior project.

Ms. Cheetham-Palen had a copy of the 2002 Town of Keene Strategic Plan which she is interested in updating.

Mr. Biesemeyer strongly suggested that the Planning Board be included in this.

Ms. Cheetham-Palen said she would go to the next Planning Board Meeting.

Resolution No. 74 – 19

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that at the recommendation of the Youth Commission Board, Travis Gagnon be appointed to the vacant term that expires December 31, 2023. 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. Buysse said the Youth Commission Board has scheduled their skating party for Sunday, February 24th.

Mr. Buysse gave an update on the 2019 Summer Program.

He said the Director is not coming back; everyone said that was too bad that she had done a good job.

He said another problem that they have is that the WSI and the Medical Director are both going on the Keene Central School Multi-Cultural Trip. He said that although the program will not start until the week following the 4th of July, they still don't have dates the kids will be gone.

He said the Board is going to start advertising available positions also mentioning a bus driver.

Mr. Buysse also informed the Board that he doesn't feel he has the time to put into his position on the Town Board and will not be running again in November.

The Board thanked him for his service.

Mr. Wilson informed the Board that he would be away from February 15th to the 25th.

Resolution No. 75 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board enter Executive Session to discuss a legal issue. 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 and Town Attorney entered Executive Session at 8:01 PM

Resolution No. 76 – 19

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. Biesemeyer.

Roll Call Vote:

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

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

Resolution No. 77 – 19

Mr. Buysse 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 Mr. Biesemeyer.

Roll Call Vote:

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

Multi-Fund Vouchers numbered 64 to 102, totaling \$54,109.26, as follows:

General Fund bills	- \$19,413.36
Highway Fund bills	- 12,634.45
Library Fund bills	- 1,988.39
Water District No. 1 bills	- 2,056.99
Water District No. 2 bills	- 18,016.07

Resolution No. 78 – 19

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

Ellen S. Estes, Town Clerk
February 15, 2019

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