

June 11, 2019

Minutes of the Town Board Meeting held Tuesday, June 11, 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: 7 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 7:01 PM and invited everyone present to join in the Pledge of Allegiance.

Resolution No. 149 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the Minutes of the Town Board Meeting held Tuesday, May 14th and the Minutes of the Bi-Monthly Town Board Meeting held Tuesday, May 28th, 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; there were no questions or comments.

Mr. Wilson said the first order of business was for the Historical Society to introduce their selection for the new Town of Keene Town Historian; the floor was handed over to Peter Slocum.

Mr. Slocum said it was the intention of the Historical Society to improve and protect the records in the Town Archive; he said they would also be made more accessible. He went on to introduce their recommendation of Bryeanna Villani saying she has lived here in the area for a while.

Resolution No. 150 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, at the recommendation of the Historical Society, the Town Board appoint Bryeanna Villani as the new Town of Keene Town Historian. 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 Members of the Historical Society and the Town Board discussed the Town Historian's salary; It was agreed to pro-rate Ms. Villani's salary beginning the middle of June.

Next, Mr. Wilson gave an update on the Community Master Planning.

He said that Tom McCabe was going to temporarily act as the School Board Representative on the Steering Committee. He said Jim Bernard, Kristy Farrell, John Hudson and Carolyn Peterson had all accepted their appointments to the Committee. Mr. Wilson said a date and time for an Organizational Meeting needed to be scheduled; after discussing which time of day was most convenient, Mr. Wilson said he would send some times and dates to the Committee Members by email to see which worked. Tom Both said when the original Community Master Plan was written the Town got a grant and hired Rob Camoin to assist.

Mr. Wilson said this time would be the opposite, he said he thought the Committee would work better to get their ideas together.

Ms. Cheetham-Palen said she looked for grant funds and couldn't find any.

Mr. Biesemeyer agreed that when using grant funds, the organizers can take over; he said he thinks the members can work better on their own.

Mr. Wilson introduced the next topic as the proposal to purchase a new Zero-Turn Mower for the cemetery; he said the question is how to pay for one and turned the floor over to Ryan Hall.

Mr. Hall said the money was not in the 2019 budget for this purchase; Mr. Wilson went on to explain that the existing machine could be sold for \$500 and that \$1500 had been budgeted, leaving a shortage at \$3500. He said that last year \$6200 had been budgeted and not used so it had been rolled back in and could be used now if the Board approved.

Mr. Hall said they could limp along if they had to; Mr. Biesemeyer suggested they limp along and budget for it in 2020, Mr. Buysse agreed.

Ms. Cheetham-Palen asked if the current equipment is breaking down constantly; Mr. Hall said they can get by.

Mr. Wilson acknowledged that they would wait and budget for next year.

Mr. Wilson asked if the Board had looked over the Technology Audit Report put together by the consultant who performed the Computer Audit. He said that Ms. Cheetham-Palen had suggested adopting the Consultant's recommendations.

Resolution No. 151 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board adopt the recommendations made by Ken Hughes in the Technology Audit Report. 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 Board vaguely discussed the recommendations for passwords.

Mr. Wilson asked the Board to recycle their books for others employees to look over.

Scott Smith shared with the Board what had been received as high bids for the equipment declared surplus by the Board and advertised for bid by Auctions International.

Resolution No. 152 - 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board give authorization to Scott Smith to accept the high bids for the equipment advertised for sale by Auctions International, this list has been attached to and made a part of these minutes. 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

Mr. Wilson gave an update on AT&T's contract to add a cell tower to the Verizon tower in Keene. He said the contract has been signed and the Town would start receiving payments upon the commencement of construction. He said these funds will go to Water District #1 since it's their property.

Mr. Wilson said the next item on the agenda was the receipt of the 2019 Tax Collector's Report; he said this report does not need to be accepted saying it's for the Board's information. This report has been attached to and made a part of these minutes.

Ms. Cheetham-Palen asked what the Interest Fees paid to the Town was; Ms. Estes said it was the interest paid by anyone making payments after January 31st.

The next item on the agenda was the Leadville 100 Mountain Bike Race held by the Town of Wilmington.

Mr. Wilson said a lot of trash had been left behind; he said he will talk to the organizer's before they are given permission for next year's race. He said in the past when complaints have been made the cleanup is only done in the radius of 100 yards of their service stations.

Ms. Cheetham-Palen said the participants are not supposed to toss their trash outside the trash zone.

Mr. Wilson said the High Peaks Artist have requested use of the Holt House for an Art Show on August 2nd, 3rd and 4th. He thanked Peter Slocum for the Historical Society which have agreed to let them have use of that building for that weekend.

Resolution No. 153 – 19

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the High Peaks Artists be given permission to use the Holt House for an Art Show on August 2nd, 3rd and 4th, with no charge. 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

The request from The High Peaks Artists asked if they should go ahead and make the arrangements for installation of the track lighting they would like to donate; Mr. Wilson said thank you, that that would be good.

Mr. Wilson had a Youth Commission Program Update that he shared with the Board.

Resolution No. 154 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that at the recommendation of the Youth Commission Board the following appointments be made to the Youth Commission Program Staff:

- Clark Howard be hired as bus driver at \$22.00 per hour
- Maddy Cohen be hired as Counselor / Lifeguard at \$13.50 per hour
- Alyssa Summo's position be changed to Medical Director at \$14.50 per hour

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

There were a couple other items on their update; Mr. Buysse spoke briefly about the fees for field trips and how those fees would be collected and Mr. Wilson said that he and Susan Whitney are working on how payment will be made for field trips. He said the Board is doing a good job of getting this program off the ground.

Resolution No. 155 – 19

Mr. Biesemeyer offered Resolution No. 155 – 19, a Resolution to Amend the 2019 Budget. This resolution, in its entirety, is attached to and made a part of these minutes. 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

Ms. Cheetham-Palen asked for an update on Water District #2.
Mr. Wilson said the Department of Health required engineered plans for the connection design, he said AES Northeast will provide this.
He said, if possible, and there are funds left, he and Mr. Hall would like to upgrade the computer system.
Mr. Hall said the District will need to buy a new pump saying the one there is not large enough to handle the volume.
There was a brief discussion about the well pump and pit less and getting the piping in from the well to the pump house.
Mr. Wilson said he has been working on getting grant funds but said it looks like a B.A.N. was going to be needed.
When asked for a time frame, Mr. Wilson said he hoped to be using the well before the ground freezes.

Ms. Cheetham-Palen asked for an update on the Johns Brook Bridge construction.
Mr. Wilson said that the North side of the bridge is on schedule but the blasting of the boulder on the south side had been slower. He said that side is about a week behind.
He said their next project is to stabilize Smith Way.

Resolution No. 156 – 19

Mr. Buysse offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the Supervisor's Monthly Financial Statement for April and the Revised Statement for February, as presented 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

Scott Smith said he had a 284 Agreement to have the Town Board sign to pave 1.4 miles of Alstead Hill Road. When asked, he said that the paving will go from where the pavement now ends to just past Mike Carr's driveway.
He said after the Board and the County Superintendent of Highways signs the form he will file it with the Town Clerk.

Resolution No. 157 – 19

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board approve the following bills 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 357 to 423, totaling \$191,571.65, as follows;

General Fund Vouchers	- \$39,310.25
Highway Fund Vouchers	- 28,704.93
Library Fund Vouchers	- 1,102.56
Water District #1 Vouchers	- 665.50
Water District #2 Vouchers	- 70,898.98
Salt Station Capital Fund	- 50,889.43

Resolution No. 158 – 19

Mr. Smith offered a resolution and moved its adoption. Be it resolved, with all business having been transacted, this meeting be adjourned. 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

This meeting was adjourned at 7:40 PM.

Ellen S. Estes, Town Clerk
June 13, 2019

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