

October 27, 2020

Minutes of the Bi-Monthly Town Board Meeting held on Tuesday, October 27, 2020, at 4:30 PM, at the Keene Pavilion. The following Town Board Members were present: Joseph P. Wilson, Jr., Supervisor, Robert M. Biesemeyer, Teresa Cheetham-Palen, David R. Deyo and Jennifer G. Whitney, Members of Council. Also present were: Scott Smith, Highway Superintendent, Ryan Hall, Water Superintendent and Ellen Estes, Town Clerk.

The Chairman, Mr. Wilson, called the meeting to order at 4:32 PM.

Mr. Wilson began by giving a Corona Virus update saying there have been more positive cases in Ticonderoga. He went on to say that people have to continue to be careful.

Mr. Wilson informed the Board that he was getting requests for use of the Community Center and Marcy Field. He asked the Board whether they want to continue to keep these areas closed or not.

Mr. Deyo stated that with the uptick of Corona nationwide he is not in favor of promoting mass gatherings; the Board Members all seemed to agree.

Mr. Wilson stated that he just wanted to be sure everyone was in alignment.

Mr. Biesemeyer stated that in the Talk of the Towns magazine one of the items stressed is good cell service, he went on to ask if anything was happening on that front.

Mr. Wilson informed the Board that AT&T started construction today on their new tower though he said that Verizon has not been around to do their necessary maintenance (cutting limbs, etc.) to improve their service.

Mr. Wilson informed the Board that he had received a letter from Little Peaks stating that they plan to move out of the Town facility saying they are interested in moving forward with an early childcare center. He said they currently have no timeline.

Mr. Deyo said he doesn't see this happening soon saying he didn't think they have the funds available.

Mr. Wilson said the next thing on the agenda are budget changes.

He said he had just received a slight change in the Excellus Health rates, he said this will change the numbers slightly during Final Revision of the Budget on November 19th.

Mr. Wilson informed the Board that Mr. Smith had made changes to the Highway Fund, also to be made during Final Revision.

He said these changes will change the appropriations from \$1,146,200 to \$1,149,451 and the amount to be raised by tax from \$856,000 to \$859,919, a net change of \$3,000.

Mr. Wilson said these changes leave the Budget \$1,625 under the tax cap saying that leaves room for the health changes also.

Mr. Wilson asked Mr. Smith to review his changes.

Mr. Smith stated:

- that he went up a little in personal services,
- that he cut \$500 in bridges,
- that he cut \$20,000 in equipment, and
- that he had cut money from snow removal saying he had sand left over from last year.

He said that he has been over these numbers and is confident that the department can get through.

Resolution No. 187 – 20

Mr. Deyo offered a resolution and moved its adoption. Be it resolved, that the Town Board approve the proposed changes to the Highway Budget. The proposed Preliminary Summary sheet and Highway Fund budget page have been attached to and made a part of these minutes. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Ms. Cheetham-Palen:	Yes
Mr. Deyo:	Yes
Ms. Whitney:	Yes

Mr. Deyo asked to confirm with these cuts in the Highway Budget, whether that means no cuts in the Highway Crew; he was answered it does.

There was a brief discussion, that seemed to be about shared services and centered around \$9,000 which was not going to happen.

Ms. Cheetham-Palen asked Mr. Smith for confirmation that \$80,000 on his equipment line would be enough. She also said he had already answered one of her questions regarding left over material.

Mr. Wilson said he had 2 major concerns saying one was in cutting the general repairs to roads by 32%. He strongly suggested that the Highway Superintendent must file a 284 Agreement of how he plans to meet the demands for maintenance, in detail, for the roads and culverts with a 32% cut to that budget.

Mr. Biesemeyer asked if he was looking for a 2021 breakdown.

Mr. Wilson was also strongly suggested that he wanted a 10-year asset management plan like the Water Departments have before any new equipment purchases can be approved.

Mr. Biesemeyer stated that it's kind of hard to project that saying that coming up with a number could be tough.

Mr. Smith said he has done a lot of road work in the last couple years and that he may be able to step back on some now.

Ms. Cheetham-Palen stated that a plan would be helpful.

Mr. Deyo commented that would only work until the next Tropical Storm Irene comes along. He also asked if the Highway could do some work for the County on the Hurricane Road to generate revenue.

Mr. Wilson again demanded having a 10-year asset management plan; Ms. Whitney questioned knowing this information that far out.

Mr. Deyo suggested it could be done as much as it can be; Mr. Biesemeyer said it couldn't be totally contingent, saying it would have to be flexible.

Mr. Wilson asked Ryan Hall how the Water District #1 repair project was going; Mr. Hall said it's coming along.

Mr. Hall said that the water tank in Water District #1 would have to be taken out of service at Christmas time for repairs and would be back in service for New Years.

Mr. Wilson stated that due to high water, the river project was not started today, but the project on the 2 "W" weirs would start tomorrow.

Resolution No. 188 – 20

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board approve and accept the Final Reports for the 2020 Water Rent Collection for Water Districts No. 1 & 2. This resolution was seconded by Ms. Whitney.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Ms. Cheetham-Palen:	Yes
Mr. Deyo:	Yes
Ms. Whitney:	Yes

Ms. Whitney had questions about the collection period and penalties; Ms. Estes stated that the bills go out on July 1st, are due back by September 1st and that unpaid water rents are turned into the County and placed on the Town & County Tax Bills with a 10% penalty.

Mr. Wilson turned the floor over to Mr. Hall to give an update on the Transfer Station. Mr. Hall said the switch for recycling has been made. Mr. Deyo said that Laura has been doing a good job explaining this changeover to customers coming into the transfer station. Mr. Wilson stated that the suggestion has been made that only 1 person should be allowed in the sorting trailer at a time. He stated that signs will need to be made. Mr. Hall said he thinks there is general confusion, but that it's going okay. Ms. Whitney suggested making a video and posting it on Nextdoor Keene.

Mr. Wilson asked the Town Clerk if she was okay with the Board proceeding with interviews for her position; she said she was. He said he had 3 letters of interest and had been receiving phone calls, he said he would get started on scheduling interviews. He told the Board that he would scan and email the letters of interest to them.

Mr. Wilson asked for an Executive Session to discuss personnel saying he had received information to share from the Town Attorney.

Resolution No. 189 – 20

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board enter into Executive Session. This resolution was seconded by Ms. Cheetham-Palen.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Ms. Cheetham-Palen:	Yes
Mr. Deyo:	Yes
Ms. Whitney:	Yes

The Supervisor and 4 Members of Council entered into Executive Session at 5:13 PM.

Resolution No. 190 – 20

Ms. Whitney offered a resolution and moved its adoption. Be it resolved, that the Town Board reconvene into regular session. This resolution was seconded by Mr. Deyo.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Ms. Cheetham-Palen:	Yes
Mr. Deyo:	Yes
Ms. Whitney:	Yes

The Board reconvened into regular session at 5:23 PM.

Mr. Wilson said no decisions had been made.

Resolution No. 191 – 20

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the Supervisor's Monthly Financial Statement for September and have it placed on file with the Town Clerk. This resolution was seconded by Ms. Whitney.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Ms. Cheetham-Palen:	Yes
Mr. Deyo:	Yes
Ms. Whitney:	Yes

Resolution No. 192 – 20

Mr. Biesemeyer 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. Deyo.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes
Ms. Cheetham-Palen:	Yes
Mr. Deyo:	Yes
Ms. Whitney:	Yes

Multi-Fund Vouchers Numbered 667 to 703, totaling \$64,261.69, as follows:

General Fund Bills	\$ 27,860.29
Highway Fund Bills	20,622.47
Library Fund Bills	288.54
Water District #1 Bills	13,052.67
Water District #2 Bills	2,437.72

The Board discussed the Public Hearing scheduled for next Thursday and agreed to meet at 6:00 PM at the Town Hall.

Resolution No. 193 – 20

Mr. Deyo 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. Biesemeyer:	Yes
Ms. Cheetham-Palen:	Yes
Mr. Deyo:	Yes
Ms. Whitney:	Yes

This meeting was adjourned at 5:27 PM.

Ellen S. Estes, Town Clerk
October 29, 2020

Joseph P. Wilson, Jr., Supervisor
Robert M. Biesemeyer, Councilman
Teresa Cheetham-Palen, Councilwoman
David R. Deyo, Councilman
Jennifer G. Whitney, Councilwoman