

September 29, 2020

Minutes of the Bi-Monthly Town Board Meeting held Tuesday, September 29, 2020, at 4:00 PM, at the Town 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, Carolyn Peterson, KVLA Representative and Ellen Estes, Town Clerk. Ryan Hall, Water Superintendent, arrived a few minutes into the meeting.

The Chairman, Mr. Wilson, called the meeting to order at 4:02 PM.

Mr. Wilson said he was going to begin this meeting with a brief discussion regarding the proposed 2021 Budget.

- He said he had negotiated the BTI Budget for next year at the same rate it was in 2020.
- He said that Scott Smith is working on making cuts to the Highway Budget.
- He said he would like to hold off on making a health care change saying he would need this reduction when working on the next budget next year saying the Board was going to want to restructure health care next year.
- He said with the Town Clerk retiring and someone new starting, he and Susan Whitney think a fair base salary for that would be \$20,000. He said that the Highway Superintendent's salary was cut when Scott Smith started. Ms. Estes said the Supervisor's salary was not cut when Mr. Wilson started. He said the Town Board did not cut his salary, he said this was a jab at him and he hollered at Ms. Estes "shut your mouth".
- Mr. Wilson said there are issues with the Highway Budget, listing CHiPs and buying a back-hoe with the need to cut \$64,000.
- When asked, Scott Smith said that the back-hoe purchase was approved last year with at the price of \$126,000 with trade in. He said that this year's CHiPs funds have been cut by 20%. He said he was hoping to use next year's payment for a lease payment on a new truck.
- Scott Smith said he had come up with a couple spots to cut the Highway Budget saying he could cut the Personal Service line in General Repairs to \$211,000, down \$10,000. He said he could cut \$5,000 in General Repairs Contractual and \$5,000 in Machinery Contractual. He said the problem is that the when 3% was added to the Personal Services in Snow Removal it was not figured correctly and said what is in the Budget is not enough, he said it should be \$130,676. He said he will keep working on this budget.
- Mr. Wilson said he had cut \$58,000 out of the General Budget.
- Ms. Whitney said this has been mentioned before and asked about cutting the contribution to the Keene Valley Library Association. Carolyn Peterson said she was present on behalf of the KVLA. She said that the Library serves the school, the Keene Valley Neighborhood House and the Towns people. When asked she said the School District and AuSable Club also give the KVLA a lump sum contribution. She pointed out that the new Community Room is used for various activities. She said, however, that she worked in Local Government for 18 years and understands budgets and cuts.
- The Board briefly discussed Special Budget Meetings scheduled for next week.

The next discussion was in regards to the Corona Virus.

Mr. Wilson again informed the Board that Essex County was contributing \$50,000 to the Trudeau Institute towards the purchase of a Corona Rapid Test and Flu Machine. He said he proposes that the Town contribute \$500 saying there is a donor who will match funds, he said he would like to lead by example.

Mr. Deyo said he had looked up the Trudeau Institute saying they are quite wealthy.

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Mr. Biesemeyer said he would like to wait to make a decision until the final budget is complete.

Mr. Wilson said he was thinking of using this year's funds and went on to say it could be tabled.

Mr. Wilson said the Town Board needed to be making plans for the future regarding Corona Virus in case there is a break out in Town. He said it was important to talk scenarios for both the workplace and the community.

Ms. Cheetham-Palen agreed there should be a plan.

Mr. Deyo said he thinks that businesses are being really diligent with their employees.

Ms. Whitney said she thought with Halloween coming there should be a plan.

Mr. Deyo said he thinks that the CDC has a Halloween plan.

Ms. Whitney suggested closing down Adirondack and Market Streets so that people trick or treating could use the whole road for social distancing. She also suggested that since Halloween is on a Saturday, trick or treating could start at 3:00 in the afternoon to spread people out.

Mr. Biesemeyer said he thought there were Senior Citizens that are scared to death of the contacts but won't want their windows soaped for not participating.

Mr. Wilson said if someone's lights are off that means not to stop there.

Mr. Deyo recommended that people have an outside table set up with candy laid out for children to help themselves. He also suggested that local traffic be allowed to travel one way saying that it would be too tough on residents to close it down completely. He suggested if anyone had ideas they make their suggestions.

Mr. Wilson said he and Ms. Whitney would work on making recommendations for good guidelines.

Mr. Wilson said the next topic to be discussed will be in regards to the Transfer Station. He said he has given everyone present a new sheet for recyclables.

When asked by Mr. Wilson if Ryan Hall had anything to say, Mr. Hall commented that the Town is going back 10 years with recycling.

When asked when this change would happen, Mr. Hall said when the current container is full, he said it could be a few days, could be a week or could be Saturday morning.

There was a brief discussion regarding hours, Mr. Wilson said the transfer station is currently open 5 days per week, 8 hours per day, he asked what the Board wanted to do.

Mr. Deyo said maybe some of the days could be shortened; Ms. Cheetham-Palen said she thought that would be confusing.

Mr. Deyo said that he thinks not holding bulky days this year helped and he is 100% behind eliminating bulky days in the future; Mr. Biesemeyer agreed.

Mr. Deyo said that he had taken a couple truckloads of bulky items to Lewis and each time the cost was about \$30 a load. He said if the Town of Keene was going to charge \$20 per truckload, having bulky days is a waste of time. He said the Town can't break even on them anyhow.

Ms. Whitney stated that she felt having bulky days is a service to the people.

Mr. Hall said he had put some discarded refrigerators on Auctions International but hadn't had any takers yet.

The next discussion was about the Water District No. 1 water main repairs.

Mr. Wilson said that AES and the AuSable River Association is working on this project with the Town and that they plan to start in a week or so.

He said the benefit to the riverfront landowners is the good plan for the riverbanks.

He said another good reason for working with the AuSable River Association is their good working relationship with FEMA for reimbursement.

He said he has been working with them on the follow up from the Gulf Brook Project to down past Gallaghers on the river.

Ms. Whitney asked the Board which signs they wanted to declare surplus to sell. She said one of the brown and yellow signs had been hung in the Town Hall but said there is still another one. She said there are two of the hamlet signs with the hiker on it, that had just been taken down and she said there is one sign with the Holt House on it.

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The Board opted to surplus the one brown and yellow sign and the two signs with the hiker on them, they opted to have the sign with the Holt House on it put back where it belonged.

Resolution No. 166 – 20

Ms. Whitney offered a resolution and moved its adoption. Be it resolved, that the Town Board approve having one brown and yellow sign and two signs with the hiker on them declared surplus and advertised for sale at auction. 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

Ms. Estes explained the situation with the Standard Work Day and Reporting Resolution for Elected and Appointed Officials. She said that she was working with someone at retirement on getting this resolution from April 2019 corrected. She said that she brought a resolution to the Board at their last meeting and then received an email asking for it to be done differently. She said she sent this resolution to retirement yesterday, but hadn't heard back saying she hopes this will be the final version.

Resolution No. 167 – 20

Ms. Whitney offered a resolution and moved its adoption. Be it resolved, that the Town Board adopt Resolution No. 167 – 20, a Standard Work Day and Reporting Resolution for Elected and Appointed Officials. This resolution, in its entirety, has been attached to and made a part of these minutes. This resolution was seconded by Mr. Wilson.

Roll Call Vote:

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

Resolution No. 168 – 20

The Town Board adopted Resolution No. 168 – 20, a Retention and Disposition Schedule for New York Local Government Records Resolution. This resolution, in its entirety, is attached to and made a part of these minutes.

Resolution No. 169 – 20

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board give authorization to Scott Smith, Highway Superintendent, to enter into a Shared Services Agreement with New York State Department of Transportation. 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

Scott Smith, Highway Superintendent, said he also needed a resolution to add Fairview Lane back onto the Town's road inventory, with some specific verbiage.

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Resolution No. 170 – 20

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board approve adding Fairview Lane back onto the Town's road inventory. The Town Board also acknowledges responsibility for operation and maintenance of this road which will be open-to-the-public without restriction. 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. 171 – 20

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that the Town Board approve the Supervisor's Monthly Financial Statement for August and have it placed on file with the Town Clerk. 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

Resolution No. 172 – 20

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board adopt Resolution No. 172 – 20, a Resolution Transferring Funds. This resolution, in its entirety, is attached to and made a part of these minutes. 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

Resolution No. 173 – 20

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board adopt Resolution No. 173 – 20, a Resolution to Amend the 2020 Budget. This resolution, in its entirety is attached to and made a part of these minutes. 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

Resolution No. 174 – 20

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that the Town Board approved the following bills for payment, including those that were prepaid. 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

(listed on next page)

Multi-Fund Vouchers numbered 571 to 629, totaling \$160,711.13, as follows;

General Fund Bills	- \$57,169.44
Highway Fund Bills	- 93,003.72
Library Fund Bills	- 100.17
Water District #1 Bills	- 7,828.26
Water District #2 Bills	- 2,609.54

Ms. Cheetham-Palen said she had a question, she asked if there was anything new on the water property on Spring Way.

Mr. Wilson said he was working with the Town Attorney on getting word to the original owner and finding out what needs to be done to make it safe.

Ms. Cheetham-Palen asked if it would be okay for her to go see it; she was told yes.

Resolution No. 175 – 20

Mr. Biesemeyer 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. Deyo.

Roll Call Vote:

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

The meeting was adjourned at 5:20 PM.

Ellen S. Estes, Town Clerk
October 2, 2020

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