

May 14, 2019

Minutes of the Town Board Meeting held Tuesday, May 14, 2019, at 7:00, at the Keene Town Hall. The following Town Board Members were present: Joseph P. Wilson, Supervisor, Robert M. Biesemeyer, Jerry D. Smith and Teresa Cheetham-Palen, Members of Council. Absent: Michael J. Buysse, Council Member. Also present were: 4 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. 129 – 19

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the Minutes of the Town Board Meeting held April 9th and the Minutes of the Bi-Monthly Town Board Meeting held April 30th, as presented. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Privilege of the floor was offered.

Nicky Frechette spoke to the Board; she said she was looking for permission to give pony rides at Marcy Field on Sundays during the Farmers' Market. She said she has spoken to the Farmers' Market and they suggested she speak to the Town. She said she has waivers and would make riders wear helmets. She said she would add pony rides to her insurance curriculum and could supply a copy to the Town. She said she would put up a portable ring which may or may not be electric.

Mr. Wilson said told Ms. Frechette that when Marcy Field is used for events the Town requires the user to supply the Town with an insurance binder naming the Town as additional insured.

He also informed her that when someone uses the field for something that they are making money from, the Town charges a use fee. A discussion regarding the amount followed.

Mr. Biesemeyer suggested starting on a trial basis and keeping it low at first to see how it goes.

Ms. Frechette suggested using a percentage in case the weather keeps people away; Mr. Wilson said a percentage could be figured out later.

Ms. Frechette told the Board that she will stay in the tall grass, off the runway and would move her area around so the ground doesn't get damaged in one area.

Mr. Smith suggested letting her try it a couple times and before coming back to the Board to fine tune it.

Resolution No. 130 – 19

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that Ms. Frechette be allowed to give pony rides at Marcy Field on Sundays during the Farmers' Market, with the usage fee to be determined in a couple weeks. This resolution was seconded by Ms. Cheetham-Palen.

Roll Call Vote:

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

Mr. Wilson gave an update on Water District #2 beginning by saying that the water tank may be leaking. He said it can't be checked out until the Johns Brook bridge is finished saying the tank can't be drained until the main line is restored. He said there is no way to know the cost at this time saying it could be the tank or it could be the piping under the tank.

Ryan Hall explained that the tank was put in by a company called Natgun, with a lifetime warranty; he said the company has been bought but thinks if it is something with the tank it may be covered, though there is no way to tell until it can be drained.

Mr. Smith asked how much water is being lost; Mr. Hall said he is losing about 20 gallons per minute.

Mr. Wilson said unless it gets worse, the plan is to wait until the bridge is done to further investigate it.

Mr. Wilson said the next issue with Water District #2 is to get the new well hooked up. He said the District is working with A.E.S. to engineer the rest of the design to get it hooked up.

He said the \$200,000 grant is getting chipped away quickly saying the materials needed to hook the main back up to the new bridge just cost \$30,000.

He said he is meeting with Todd Hodgeson from the County on Monday regarding the steps and materials to get the new well hooked up.

He said he would have more information next week on the materials price list and the time line.

He informed the Board that in the meantime, he needs a resolution to contract with Aqualogic to be the integrator for Water District #2 for the controlling equipment for the new system for the pump house.

Resolution No. 131 - 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town of Keene contract with Aqualogic as Water District #2's integrator. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

Mr. Wilson gave an update on the Johns Brook bridge project.

He said that Luck Brothers will be dynamiting the boulder the old bridge sat on tomorrow or the next day.

Mr. Biesemeyer said traffic through Mulligan's Pass was going to be a problem saying he could see the backing up was going to be a problem. He said it's not dangerous because traffic is moving slowly, but he said a light may become necessary.

Mr. Wilson said the hiker shuttle is running weekends, he said the shed is in place and that Roy Gilmore will be starting this weekend.

He said the County is backed up and working on getting the No Parking signs made, he said he's hoping he'll have them before this weekend.

Mr. Wilson gave copies of the Community Master Planning outline to the Board, a copy of which has been attached to these minutes.

He said what needed to be done now was to begin designating a Steering Committee.

He said what he would like to see on the Committee was 2 Town Board Members plus himself, 2 Planning Board Members, 1 or 2 School Board Members and 4 residents.

He asked the Board what they thought; everyone was in agreement to the timeline and the number of members to the Committee.

Mr. Wilson said he would advertise on Nextdoor Keene that interested individuals should submit letters of interest and he will attend the School Board Meeting on May 21st to talk to them.

Resolution No. 132 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board cancel the Summer Bi-Monthly Town Board Meetings for June, July and August and resume this Meeting in September. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

Mr. Wilson said there is already an amendment required in the new Employee Handbook. He said that the hours of operation are listed for each department and the highway is incorrect. He said since hours are changed according to employees, etc. that he suggests that an amendment be made saying that normal hours of operation will be established by the Town Board at their Annual Organizational Meeting in January.

Resolution No. 133 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that an amendment be made and distributed to all employees to be added to their Employee Handbook saying that normal hours of operation for all departments will be established annually by the Town Board at their Organizational Meeting. This resolution was seconded by Ms. Cheetham-Palen.

Roll Call Vote:

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

Resolution No. 134 -19

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that at the request of the Historical Society, they be allowed to use the Holt House during the August Weekends for a 100th Birthday Celebration Display for the Hurricane Fire Tower. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Resolution No. 135 – 19

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that at her request, Courtney Plank be given permission to use the Holt House and Marcy Field for a wedding on Saturday, June 6th, 2020, she had agreed to the \$1000 fee. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Policy was discussed and established to bill for weddings in January of the year they will occur.

Resolution No. 136 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that at the request of the Keene Valley Neighborhood House, they be allowed to hold their 2019 Golf Ball Drop on Marcy Field on Sunday, July 21st. This resolution was seconded by Ms. Cheetham-Palen.

Roll Call Vote:

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

Resolution No. 137 – 19

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that at the request of Ann and Mike Hartson, they be allowed to use the Holt House and Marcy Field for their 12th Annual Keene Mountain Hill Climb Reunion on September 21st. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Mr. Biesemeyer said he has noticed there is an outhouse at the transfer station now. He asked why the attendant wasn't using the highway garage like in the past.

Mr. Wilson pointed out that the Town now has a female attendant saying that the men didn't mind going behind the building.

There was discussion on whether this port-a-pot was necessary.

Ms. Cheetham-Palen suggested having the attendant try using the highway garage to see how it works.

Mr. Biesemeyer said he would talk to the attendant.

John Hudson said to be careful of labor laws.

Mr. Wilson said that the new attendant had requested the port-a-pot.

Mr. Biesemeyer stated that it will cost \$1200 a year to have it, but also said that it's much harder to get rid of it since it's already there.

Ms. Cheetham-Palen said she attended the Keene Community Forest Day at Marcy Field and was impressed by what the Paul Smiths College students have done. She said she took the tour and they have some great ideas, she said they have done a thorough job and that it's a beautiful forest. She said she found their report interesting and encourages everyone to read it. She said this area would make a great outdoor classroom.

Mr. Smith said it didn't look like there was many people there.

Mr. Wilson said there were about 20 people, he said it was cold and windy. He said he would put a link for the report on Nextdoor Keene.

He said they had milled out some boards that he would like to see used for furniture, saying maybe a piece could be raffled off.

Mr. Smith suggested giving it to the shop at school; Mr. Wilson said he would begin there.

Ms. Cheetham-Palen asked if it was possible to get the information and agenda for the meetings electronically.

Mr. Biesemeyer said the agenda electronically would be good.

Mr. Wilson said he would send as much as he can electronically.

Mr. Wilson said that NYS has passed a law that by October all Town Employees will have to attend Sexual Harassment and Work Place Violence Training.

Resolution No. 138 – 19

Mr. Smith offered a resolution and moved its adoption. Be it resolved, that the Town Board accept the Supervisor's Monthly Financial Statement for March, 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
Mr. Buysse:	Absent
Mr. Smith:	Yes
Ms. Cheetham-Palen:	Yes

Mr. Smith commented that this is still two months behind.

Mr. Wilson said it's really only one behind and said the April Report would be ready for the meeting on May 28th.

Mr. Biesemeyer said he had a question on one of the vouchers.

Mr. Wilson said he needed a resolution and a second to approve the bills for audit to discuss it.

Resolution No. 139 - 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 Mr. Biesemeyer.

Mr. Biesemeyer began the next discussion asking what the voucher for a rent stipend for Roy Gilmore was about.

Mr. Wilson explained that this is Roy's third summer as Parking Lot Attendant and that instead of a raise he was going to get 3 rent stipend installments of \$1200 for putting in extra hours.

Mr. Biesemeyer asked if this was legal; Mr. Wilson said it's Roy's compensation; Mr. Biesemeyer said it was very unusual and he doesn't like setting this precedent with public money. He said it looks deceitful.

Mr. Wilson said Roy would get a 1099.

Mr. Biesemeyer said he wasn't sure it could be done this way; Ms. Cheetham-Palen said she wasn't sure what this was and hadn't signed the voucher either.

Mr. Wilson said he had run it by Cathy, who works part-time in the Office, who said this was okay; He said Roy was starting Friday and this was what they had worked out. He asked Mr. Biesemeyer if he could come up with a better plan.

Mr. Smith asked how much Roy is paid; Mr. Wilson said 15 something per hour.

Mr. Wilson said that Roy would work three 13 hour days at his hourly rate and for the other compensation, would be supervising the other employees on the other 4 days; he said he would be handling the cash and closing out at the end of the day those other 4 days saying it would be a couple hours a day. He also said Roy would fill in for the others saying he would be doing a lot of flexible hours during those other 4 days.

Mr. Wilson said Lura Johnson would be working 2 days and he was interviewing someone else for the other two days.

Roy's hours were discussed again, Mr. Wilson said he would work a couple hours per day cashing out at closing; Mr. Biesemeyer calculated 2 hours a day times 4 days at \$20 straight pay to keep it easy and said it's not a bad deal.

Ms. Estes asked for clarification; asking Mr. Wilson if Roy would ever get more than his 39 hours in his paycheck; Mr. Wilson said no.

Resolution No. 139 - 19

This resolution was offered above...

Roll Call Vote:

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

(Bills listed on next page)

Multi-Fund Vouchers numbered 289 to 340, totaling \$255,441.92, as follows;

General Fund Vouchers	- \$ 31,380.96
Highway Fund Vouchers	- 25,064.77
Library Fund Vouchers	- 451.91
Water District #1 Vouchers	- 50,053.20
Water District #2 Vouchers	- 34,941.66
Salt Shed Capital Fund	- 113,549.42

Mr. Wilson informed those present that the money to pay Roy Gilmore will come from Hiker Shuttle revenue; Mr. Biesemeyer said shuttle revenue money is still tax payer money; Mr. Wilson responded that Mr. Biesemeyer always says that.

Scott Smith and Ryan Hall both had equipment they would like to have declared surplus.

Resolution No. 140 – 19

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Town Board declare the highway equipment Scott Smith has listed as surplus. This list has been attached to and made a part of these minutes. This resolution was seconded by Mr. Smith.

Roll Call Vote:

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

Resolution No. 141 – 19

Ms. Cheetham-Palen offered a resolution and moved its adoption. Be it resolved, that Ryan Hall has asked the Town Board to declare the following general fund equipment as surplus, the Ford bus, a Midland utility trailer and the Ford F250 w/plow. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Mr. Wilson shared a Technology Audit Report with the Board; Ms. Cheetham-Palen said it was good reading.

Mr. Wilson said that the County is working through Assessor Office issues.

Ms. Cheetham-Palen suggested creating an action plan.

Resolution No. 142 – 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 Mr. Biesemeyer.

Roll Call Vote:

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

The meeting was adjourned at 8:16 PM.

Ellen S. Estes, Town Clerk
May 17, 2019

Joseph P. Wilson, Supervisor

Robert M. Biesemeyer, Michael J. Buysse, Jerry D. Smith and Teresa Cheetham-Palen,
Members of Council