

**Town of Keene**  
**Joseph P. Wilson, Supervisor**  
**Robert M. Biesemeyer, Deputy Supervisor**  
Town Board Meeting  
May 11, 2021

Minutes of the Town Board Meeting held Tuesday, May 11, 2021 at 5:00 PM, at the Town of Keene Pavilion. The following Town Board Members were present: Joseph P. Wilson, Jr., Supervisor, Robert M. Biesemeyer and David R. Deyo, Councilmen. Absent: Teresa Cheetham-Palen and Jennifer G. Whitney, Councilwomen. Also present were: Ryan Hall, Water Superintendent, Scott Smith, Highway Superintendent, Henrietta Jordan, Town Justice, Debra Whitson, Town Attorney, 3 Candidates currently running for Town Office, a couple additional residents and Ellen Estes.

The Chairman, Mr. Wilson, called the meeting to order at 5:02 PM.

Privilege of the floor was offered; there were no questions or comments.

Mr. Wilson asked the Board Members present, if since it was staying light later at night, did they think the Bi-Monthly meeting on May 25<sup>th</sup> should began at the regular time of 5:30 PM, instead of 5:00, at the pavilion; the Members present both agreed to starting it at 5:30 PM.

Mr. Wilson briefly stated under old business that the Strategic Planning / Master Planning Meetings were moving along. He said he would be advertising, starting tomorrow on Nextdoor Keene, for volunteers to join a Volunteer EMS and Fire Retention Committee.

Mr. Wilson explained that as of May 19<sup>th</sup> the State Guidelines for Covid 19 will be changing and the Board needs to decide how to handle the rules concerning the Town. He stated that the Workplace Tracking Forms being filled out now by employees will continue to be required by employees that are unvaccinated, but will no longer be required by vaccinated employees.

He stated that masks will continue to be worn by employees dealing with the public, but said masks will not be required by employees that are fully vaccinated when social distancing is possible.

He said that masks will continue to be required as stated in the Rules on Town Property for sports, events, Farmers' Markets, etc. when vaccinations cannot be verified.

The Board Members present seemed to agree; Mr. Deyo stated that New York State is 60% vaccinated and these regulations can be explored again at the next Town Board Meeting in 2 weeks.

Mr. Wilson stated that Mr. Deyo had worked on "new" rules and fees for use of Marcy Field.

Mr. Deyo said there were only a couple changes, he stated that clean up and repair of damages following an event and necessary by Town Employees will be charged out at \$100 per hour.

It was agreed that the new fee schedule be increased to the charge for Wedding Ceremonies at \$200 for residents and \$1,000 for non-residents and Receptions at \$1,000 for residents and \$2,000 for non-residents.

#### Resolution No. 112-21

Mr. Deyo offered a resolution and moved its adoption. Be it resolved, that the Rules for Use of Marcy Field be amended to add that all CDC Requirements be met, safety plans be submitted to the Town of Keene, damages and repairs be charged out at \$100 per hour, the fee for Weddings be increased to \$200 for residents and \$1,000 for non-residents and Receptions be increased to \$1,000 for residents and \$2,000 for non-residents. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

There was the brief mention that the current reservations on Town property will be bound by their current safety plans.

Mr. Wilson stated that the next order of business was the following requests received for use of Marcy Field, the Holt House, Highway Permits and the Pavilion:

#### Resolution No. 113 – 21

The following resolution was offered by Mr. Deyo, who moved its adoption. Be it resolved, that the request for a Wedding Ceremony to be held on Marcy Field, July 9<sup>th</sup>, 2021, from 1:00 PM to 2:30 PM, be approved, at the fee of \$1,000. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

#### Resolution No. 114 – 21

The following resolution was offered by Mr. Deyo, who moved its adoption. Be it resolved, that the request for a Wedding Ceremony and Reception to be held on Marcy Field, August 13<sup>th</sup>, be approved, at the fee of \$2,000. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Resolution No. 115 – 21

The following resolution was offered by Mr. Deyo, who moved its adoption. Be it resolved, that the request for a Wedding Ceremony to be held on Marcy Field in October of 2022, be approved, at the fee of \$1,000. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Resolution No. 116 – 21

The following resolution was offered by Mr. Deyo, who moved its adoption. Be it resolved, that the request for a Wedding Rehearsal Dinner to be held on Friday, September 10<sup>th</sup>, 2021, be approved, at the fee of \$2,000. This resolution was seconded by Mr. Biesemeyer.

Roll Call Vote:

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

Resolution No. 117 – 21

The following resolution was offered by Mr. Biesemeyer, who moved its adoption. Be it resolved, that the Keene Valley Fire Department be approved to hold their September 11<sup>th</sup> Remembrance Run on September 5<sup>th</sup>, beginning at the Holt House, there will be no charge for this event. This resolution was seconded by Mr. Deyo.

Roll Call Vote:

Mr. Wilson:	Yes
Mr. Biesemeyer:	Yes

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

#### Resolution No. 118 – 21

The following resolution was offered by Mr. Biesemeyer, who moved its adoption. Be it resolved, that the request by Placid Planet to hold a Bicycle Race on Route 9N, on August 1<sup>st</sup> from 11:00 AM to 3:00 PM, with the application cost of \$20.00 having been received, be approved. This resolution was seconded by Mr. Deyo.

#### Roll Call Vote:

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

A request was made for late June for a private event to be held at the picnic grounds on Route 9N. The Board Members present agreed that this was not jurisdictional to Town authorization.

#### Resolution No. 119 – 21

The following resolution was offered by Mr. Biesemeyer, who moved its adoption. Be it resolved, that the request to hold the Annual Pride Parade on Route 73, from Marcy Field to the Community Center Field on June 12<sup>th</sup>, with a rain date of June 13<sup>th</sup>, at no charge, be approved. This resolution was seconded by Mr. Deyo.

#### Roll Call Vote:

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

#### Resolution No. 120 – 21

The following resolution was offered by Mr. Biesemeyer, who moved its adoption. Be it resolved, that the request for use of the Community Center Pavilion for an event for KCS Seniors and their families on June 26<sup>th</sup>, with the rain date of June 25<sup>th</sup>, be approved. This resolution was seconded by Mr. Deyo.

#### Roll Call Vote:

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

Mr. Wilson said he had received a couple of applications for the advertised position of Clerk to the Supervisor; he said he would like to start scheduling interviews next week.

The Board Members present replied that interviews should began as soon as possible; Mr. Biesemeyer pointed out that the choice was up to Mr. Wilson.

Mr. Wilson stated there was a new issue at the Community Center regarding the roof leaking, causing further issues and asked the Board if he could work on getting engineering and estimates for the repair; the Board Members present approved.

Henrietta Jordan, one of the current Town of Keene Town Justices was present to answer any questions she said may arise regarding a Town of Keene Court issue. She started by explaining that when she began to work on the former Town Justice, Debra Whitson's open cases, she found that there was \$6,000 in Ms. Whitson's Town Justice bank account at Champlain National Bank. Ms. Jordan explained that Ms. Whitson had resigned from her Town Justice position on March 31, 2020 during the height of the pandemic when everything was shut down.

Ms. Jordan went on to say that she has contacted the New York State Comptroller's Office and further explained that they said they had not received a Town Justice report for March 2020 from Ms. Whitson.

Ms. Jordan explained that monthly reports are sent to the Comptroller's Office and the funds are turned over to Susan Whitney, the Clerk to the Supervisor. She explained that the State, after receiving said report, can then inform the Town how much is due to the State and how much will stay with the Town.

Ms. Jordan read a letter she had prepared explaining this issue and supplied a copy to the Town Supervisor.

She said that Melanie Auer at CNB was going to talk to her supervisor to see if there was a way she could help Ms. Jordan figure out which defendants this March 2020 money had come from.

Debra Whitson, who was present, said she would like to elaborate.

She began by saying that she contacted Matt Chivers at the Court of Administration before her resignation took effect.

She said she also took credit card payments online and said that there could be funds in her credit card queue.

She said that on March 31<sup>st</sup>, her resignation date, the Court of Administration cut off her passwords and she was unable to access the Court program.

She said that she would be happy to help get this straightened out, but again said that on April 1<sup>st</sup> she was not able to log into her program to do it.

She stated that Matt Chivers told her that the Supervisor, Joe Pete, would be able to take care of this matter; Mr. Wilson replied by saying that no one had contacted him.

#### Resolution No. 121 – 21

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the Supervisor's Monthly Financial Statement for March be accepted as presented and placed on file with the Town Clerk. This resolution was seconded by Mr. Deyo.

Roll Call Vote:

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

Mr. Deyo: Yes  
Ms. Whitney: Absent

Mr. Wilson explained to Mr. Deyo that the payment voucher in tonight's bills for \$6,365 going to the Keene Valley Library is for the annual contribution from the Town of Keene.

Resolution No. 122 – 21

Mr. Biesemeyer offered a resolution and moved its adoption. Be it resolved, that the following bills be approved for payment. This resolution was seconded by Mr. Deyo. T

Roll Call Vote:

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

(Abstract Totals and Fund Listings – Next Page)

One General Fund prepayment to Visa made in the amount of \$789.32 plus Multi-Fund Vouchers numbered 266 to 298, totaling \$71,954.52, as follows:

General Fund	- \$42,228.80
Highway Fund	- 13,628.44
Library Fund	- 56.05
Water District #1	- 5,919.68
Water District #2	- 10,121.55

Resolution No. 123 – 21

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: Absent  
Mr. Deyo: Yes  
Ms. Whitney: Absent

The meeting was adjourned at 5:37 PM.

Respectfully Submitted  
Ellen S. Estes

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