

Joseph P. Wilson Jr, Supervisor
Robert M. Biesemeyer, Deputy Supervisor
TOWN BOARD MEETING
May 25th,2021
5:30pm
Community Center Pavilion

Minutes of the Town Board Meeting held Tuesday, May 25th, 2021 at 5:30 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, Teresa Cheetham-Palen and Jennifer G. Whitney, Councilwomen. Also present were: Ryan Hall, Water Superintendent, Scott Smith, Highway Superintendent, 3 Candidates currently running for Town Office, representative from the Farmers Market Mr. Dick Crawford, Robert Andrews Town Health official and a few other town residents.

The Chairman, Mr. Wilson called the meeting to order at 5:30pm.

Mr. Wilson began the meeting by mentioning that in the last meeting it was missed to approve the meeting minutes from April. It was discussed that the board would like to table the minutes until the next meeting so they will have time to review them again. The meeting minutes from April and May will be reviewed at the June 8th meeting.

Mr. Wilson explained that as of May 19th the Covid-19 protocols changed and we as a Town need to look at new protocols for employees and mask protocol on the Town of Keene grounds and buildings. Mr. Wilson presented a sample statement that aligns with CDC guidelines stating “ To enter or use Town of Keene facilities you must wear a mask and maintain social distancing if you are not fully vaccinated.”

Ms. Whitney asked if we would be asking everyone for verification of vaccination or if it would be the honor system?

Mr. Wilson explained that we can ask for verification, but it also puts supervisors in a bad spot. He stated that he believes we can just take everyone's word for it but If you're not vaccinated you need to keep your mask on and keep social distancing on Town property.

RESOLUTION No. 124-21

Mr. Biesemeyer offered a resolution and moved to its adoption. Be it resolved that the Town of Keene will require mask and social distancing on Town property at the capacity

of 500 people and under if the individual is not fully vaccinated. Town employees will follow the same rules and will need to continue to fill out health screening forms daily. This resolution was seconded by Ms. Cheetham-Palen.

Ms. Cheetham-Palen asked if this changes with group size, over 500 people outside? She stated that this will affect the rules for the upcoming farmers market discussion.

Mr. Wilson asked Mr. Smith if he had any feedback from your employees filling out the health screening?

Mr. Smith responded that they haven't had any feedback and were doing it.

Roll Call Vote:

Mr. Wilson: Yes

Mr. Biesemeyer: Yes

Ms. Cheetham-Palen: Yes

Mr. Deyo: Yes

Ms. Whitney: Yes

Next item of business is a request for use of Town property. First item on this list is a request from the Farmers Market Group.

Mr. Wilson presented that the farmers market would like to return to the 2019 guidelines and set up.

Mr. Dick Crawford stated that the market has no record of ever having more than 500 people at the market at one time. Following the federation of markets lead the Keene market would like to get as many vendors back this year and would like to get back to normal. The market has seen a max guest attendance of 1700 over 6 hours.

Ms. Whitney stated she is okay with getting back to more vendors, but would like to just remain compliant with the CDC guidelines. As long as both can be accomplished she is good with that.

Mr. Crawford stated that the market federation would like to get all the vendors back and move them closer together so that they can all fit in the space. Being spaced so far apart will not work to fit all the vendors at the location. He mentioned that all

surrounding outdoor farmers markets have returned to 2019 set ups to get all the vendors back in. 12 feet apart is just too far apart.

Ms. Cheetham-Palen clarified with a question about the spacing in the center of the market. Would the space stay large like it was last year? She stated that she is okay with having the vendors be closer together but would like to keep the large space in the middle. It seemed to work well.

Mr. Bob Andrews also added that we need to remain cautious, we are still in an active pandemic. He continued that the board should be ready to change course if something should change with the infection rate or guidance from the CDC or New York State.

Ms. Cheetham-Palen asked Mr. Crawford, how nimble would the market be if we needed to dial it back quickly?

Mr. Crawford responded that he would make the vendors aware that they need to be flexible for possible changes if something should arise. He continued that he has over 30 vendors that would like to come back to the market this year and they call him nightly asking for the updates.

Ms. Cheetham-Palen stated she feels okay with approving the market expansion after seeing the new guidelines.

RESOLUTION No.125-21

Mr. Deyo offered a resolution and moved to its adoption. Be it resolved that the Keene Farmers Market can expand back to full number of vendors for the 2021 season with the larger infield row, and vendors can be closer together side by side. 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.126-21

The following resolution was offered by Ms. Whitney and moved to its adoption. Be it resolved that the request for a photo shoot with use of Marcy Field on August 18th,2021 from 10am-2pm be approved for the fee of \$1000.00 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

Resolution No.127-21

The following resolution was offered by Mr. Deyo and moved to its adoption. Be it resolved that the request for use of the Holt House by the Library on the morning of July 30th,2021 be approved for the fee of \$0. 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.128-21

The following resolution was offered by Ms. Cheetham-Palen and moved to its adoption. Be it resolved that the request for the use of Marcy Field on October 30th,2021 for a wedding ceremony only for 30-40 people be approved for the fee of \$1000.00 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

Mr. Wilson stated that with the new rules at Marcy Field with the option to charge out a renter's credit card when they leave a mess for the town to clean up, we will need the technology to process credit cards that we get on file.

Ms. Favro explained that she is working with Mr. Diskin at the County Treasurer's office and is supposed to speak to merchant services this week. She also explained that we are working to get under the county contract so if there were fees for the town they would be very minimal.

Resolution No.129-21

The following resolution was offered by Mr.Deyo and moved to its adoption. Be it resolved that if Cori-Anne (Town Clerk) needed to spend up to \$1000.00 to get the credit card processing set up, it is pre approved. 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. Biesemeyer asked with regards to credit cards processing, where are we with the Kiosk process for the Garden?

Mr. Wilson replied that he is still working with the DEC to get approval.

Mr. Biesemeyer replied that he thought since we found out that it was state land we were planning on moving the kiosk site to private land.

Mr. Wilson stated no, that it is too hilly and he is going to continue to work with the DEC, and if that goes south then he will contact the private landowners.

Mr. Wilson then asked if anyone needed privilege of the floor. No one replied.

Mr. Biesemeyer spoke up to announce that he got an email from Kevin at SLIC and they would like to do an informational meeting for the residents of Keene. It was decided that Bob would set up a date that works for Kevin at 6pm in June. He will report back the date that is picked.

Resolution No.130-21

The following resolution was offered by Mr.Deyo and moved to its adoption. Be it resolved that the Town of Keene Board meetings be changed for the month of June, July and August to be only on the 2nd Tuesday of each month at 6pm at the community center pavilion. 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

Mr. Wilson stated that the town is still looking for volunteers for the recruitment and retention committees for the Keene and Keene Valley Fire and EMS group. If anyone is interested please contact Ms. Whitney or Ms. Cheetham-Palen.

Mr. Scott Smith took the floor to explain his proposed spending of a new loader for the highway department. It would be with the use of CHIPS money, right now there is \$247,000.00 available for use for equipment. The loader has about 10 years of service life. There is also money available with Pave NY \$88,00 and \$35,000 of that is being used for the Adirondack street paving job.

Ms. Cheetham-Palen questioned if this was the next item on his asset management list, Mr. Smith replied that it was further down the line, but with the amount of money available he thought he should make the bigger purchase now. Mr. Wilson agreed that it is wise to make the larger purchase now while the funds are there and before the money hits the carry over limit.

Ms. Whitney asked if the highway would be trading in any equipment, and Mr. Smith replied yes. Mr. Smith went on to explain the extended warranty, and the trade in allowance. The total amount needed to be approved would be \$115,800 with everything.

RESOLUTION No. 131-21

The following resolution was offered by Mr. Deyo and moved to its adoption. Be it resolved that the Town of Keene Board approves the Highway spending of up to \$118,000 including trade in allowance and warranty on a new loader. 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

Next item of business presented by Mr. Wilson is Water #2 decision on either rehabbing the old well or jump all in on a new well.

Mr. Hall went on to explain that Well #1 is no longer a redundant well source and leaves the town with 2 options. Option one is to drill a brand new well, which is very expensive. Option 2 rehab the well and maybe able to get another 20 years out of it. The rehab

cost would be about \$30,000.00 and the new well drilling with air lift and pulling out the fines could be up to around one million dollars.

Mr. Wilson added in that even with a rehab we will need to invest in new lines and may be more around \$30, 000-\$50,000 and then we would also need to address pump house equipment. Mr. Hall also explained that we have ran well #1 so hard for years when we were loosing over 200,000 gallons of water a day. I have been able to find all the leaks ang get that down to just 9 gallons a minute at night.

RESOLUTION No. 132-21

The following resolution was offered by Ms. Cheetham-Palen and moved to its adoption. Be it resolved that the Town of Keene Board approves to proceed with the rehabbing of well #1 in water district #2 of up to \$50,000.00 in spending was seconded by Ms. Whitney.

Roll Call Vote:

Mr. Wilson: Yes

Mr. Biesemeyer: Yes

Ms. Cheetham-Palen: Yes

Mr. Deyo: Yes

Ms. Whitney: Yes

Mr. Wilson then stated that the board needs to now find where the \$50,000 is going to come from. That the Town may need to do a bond anticipation quote or self finance for the remainder of 2021 from the general fund and then water #2 will need to pay back with interest to the general fund. This gives the town until December 31st to pay back. Mr. Wilson stated that he is looking for grants and loans to pay for the work that needs to be done. He stated the town is not eligible for a no interest loan and if the town gets the federal money, he is prepared to use that for this project.

Mr. Hall added that we may have to do a capital project if that does not work out and he is also not sure of the time frame of the project.

Ms. Whitney asked what happens to the interfund transfer on 12/31/21 and Mr. Wilson replied that you are supposed to pay back all interfund transfers before the year ends. Right now the Town is carrying the loan for the other water district #1 project until we can appeal the denied FEMA money.

Next item of business is the resignation letter from Justice William Harral. Mr. Willson presented that he also has a letter of interest from an individual and did we want to just appoint the person that sent in the letter of interest or should we put out for vacancy. Mr. Deyo stated that a notice of vacancy should be put out for 1 week and then we should appoint the new Justice. Since there is training involved it will be a bit until they are active. It was agreed that a notice will be placed and Justice appointed at the next meeting on June 8th, 2021.

Next item:

Ms. Whitney stated that she was thinking about the Town of Keene putting out a positive public relations statement on social media since it seems the Town of Keene is getting some negative publicity around the hiking and parking. Mr. Deyo agreed, stating that he has been hearing negative comments about the town online.

Mr. Willson stated that Teresa just attended a meeting today on social media and she could help with this. Teresa and Jennifer will work together on this and get something out.

Ms. Whitney also questioned Mr. Wilson about a shuttle meeting he mentioned and wanted to know the status of the shuttles.

Mr. Wilson replied that Essex county said we are not going to have a shuttle but now that DEC is facing backlash it is still on the table and under negotiation and I feel hopeful.

RESOLUTION No. 133-21

The following resolution was offered by Ms. Whitney and moved to its adoption. Be it resolved that the Town of Keene Board would go into executive session as planned to discuss personnel at 6:27pm. 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

RESOLUTION No. 134-21

The following resolution was offered by Mr.Deyo and moved to its adoption. Be it resolved that the Town of Keene Board returns to regular session at 7:01pm. 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. 135-21

The following resolution was offered by Mr.Biesemeyer and moved to its adoption. Be it resolved that the Town of Keene Board approves the budget amendment to increase A#073104-01-004.00 youth program by \$2500 to reflect grants received from the Adirondack Foundation to be used by the Youth Commission and earmarked for specific use for Pump Track/ Mountain biking and nordic ski trails. 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

RESOLUTION No. 136-21

The following resolution was offered by Mr.Biesemeyer and moved to its adoption. Be it resolved that the Town of Keene Board approves the amendments of the following transfers.

To increase SW#1 083204.07.004.00 Contractual \$12,000.00 to be moved from C.L.A.S.S.

To increase SW#2 083204.08.004.00 Contractual \$18,000.00 to be moved from C.L.A.S.S

** based on common expenses incurred May to December of 2020.

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

RESOLUTION No. 137-21

The following resolution was offered by Mr.Biesemeyer and moved to its adoption. Be it resolved that the Town of Keene Board approves the April 2021 Supervisors Report.This resolution was seconded by Mr.Deyo.

Mr. Biesemeyer asked the question about the email the board received from the NYS Comptroller's office in regards to the delinquent 2020 AUD report from the Town of Keene.

Mr. Wilson replied that in 2019 the comptroller had questions that we are still working to answer. So they have not accepted the 2019 AUD report and without that we cannot file the 2020 AUD report. Mr. Biesemeyer asked when the Town Board was made aware that the 2019 report was not accepted?

Mr. Wilson replied that every year they send back questions before they approve and there are still questions we are working on. Susan is working with Kathy to get them resolved. We may need to hire Kathy in the future to continue to help resolve this. If we can continue to get Kathy's help then we can wrap up the 2019 AUD and get going on 2020 AUD.

Mr. Wilson Added that Ms. Ashley LeClair was appointed as the replacement Clerk to the Supervisor and she will continue to work with Kathy and work on the AUD.

Roll Call Vote:

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

RESOLUTION No. 138-21

The following resolution was offered by Mr. Biesemeyer and moved to its adoption. Be it resolved that the Town of Keene Board approves the audit of the bills and approves payment. 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

RESOLUTION No. 139-21

The following resolution was offered by Mr. Biesemeyer and moved to its adoption. Be it resolved that the Town of Keene Board made a motion to adjourn at 7:06pm as all business has been conducted.. 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

Meeting adjourned at 7:06pm

Cori-Anne Favro, Town Clerk

6/2/21