

**Town of Keene Bi-Monthly and End of Year Board Meeting  
December 22nd, 2022  
10:00 A.M. Keene Town Hall  
MTG #30 Res. #342-#354**

**Board Members Present :** Joe Pete Wilson Supervisor, Robert Biesemeyer Deputy Supervisor, Christopher Daly, David Deyo, & Teresa Cheetham-Palen Council Members

**Board Members Absent:** (none)

**Town Counsel Present:** (none)

**Town Officials Present:** Reginald Whitney, Highway Superintendent, Savana Li, Water Superintendent, Derrick Martineau Code Officer

**Members of the Public Present:**

**Meeting Called to Order** at 10:01 by Joe Pete Wilson

**Pledge of Allegiance**

**Approve minutes:**

**RESOLUTION APPROVING TOWN BOARD MINUTES  
RESOLUTION NO.: 342,2022**

INTRODUCED BY: Christopher Daly WHO MOVED FOR ITS ADOPTION SECONDED

BY: Robert Biesemeyer RESOLVED, that the Regular Town Board minutes from  
December 13th, 2022, are accepted and approved.

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Mr. Daly, Mr. Deyo

NAYS: (none)

Absantained, Ms. Cheetham-Palen

**Privilege of the Floor:**

**Old Business :**

- **Library**

Mr. Biesemeyer met with Tri-County Contracting Services who are interested in doing the work to the Library. Bob said they brought up some good questions when going through the Library. They have insurance . The other thing is we need to find a contractor or we can lose your \$100,000.

Mr. Biesemeyer made a motion to accept the bid from Tri-County Contracting

SECONDED BY: Mr. Daly

All approved to accept the bid from Tri-County Contracting

**New Business:**

Mr. Wilson wanted to let us know that we got a nice gesture from East Branch, a donation of \$50.00 for our tree.

**Budget Resolutions:**

- **Resolutions to transfer funds**

**RESOLUTION TO TRANSFER FUNDS WITHIN THE GENERAL FUND  
RESOLUTION NO.: 343,2022**

INTRODUCED BY: Mr. Biesemeyer, who moved for its adoption

SECONDED BY : Ms. Cheetham-Palen

Resolved, that the Town Board approves the following transfers in the General Fund.

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

\$4,000.00 **out** of A#13554.1 Assessors CE  
\$4,000.00 **into** A#13551.1 Assessors PS

\$21,956.53 **out** of A#2401.1 Interest and Earnings  
\$293.88 **into** A#12204.1 Supervisor CE  
\$361.70 **into** A#14104.1 Town Clerk/Tax Collector CE  
\$9,000.00 **into** A#14901.1 Public Works PS  
\$2,000.00 **into** A#14901.1 Public Works PS  
\$10,000.00 **into** A#16204.1 Buildings CE  
\$300.95 **into** A#16604.1 Central Supply

\$5,306.00 **out** of A#2750.1 A.I.M. (Revenue Account)  
\$1,699.05 **into** A#16604.1 Central Supply  
\$2,000.00 **into** A#16804.1 Data Processing CE  
\$990.00 **into** A#1910.4 Unallocated Insurance  
\$545.85 **into** A#7110.2 Parks EQ

\$18,354.68 **out** of A#3005.1 State Aid Mtg Tax (Revenue Account)  
\$8,000.00 **into** A#16801.1 Data Processing PS  
\$5,000.00 **into** A#51324.1 Garage CE  
\$616.95 **into** A#7110.2 Parks EQ  
\$201.60 **into** A#7110.4 Parks CE  
\$2,000 **into** A#71501.1 Recreation Facility PS  
\$935.47 **into** A#71504.1 Recreation Facility CE  
\$1,000.00 **into** A#73101.1 Youth Programs PS  
\$295.00 **into** A#80204.1 Planning CE  
\$305.66 **into** A#85104.1 Community Beautification CE  
\$6,483.00 **out** of A#2590.1 Permits – Septic (Revenue Account)  
\$6,383.00 **into** A#30101.1 Public Safety – Codes PS  
\$100.00 **into** A#30104.1 Public Safety CE

**RESOLUTION TO TRANSFER FUNDS WITHIN THE HIGHWAY FUND  
RESOLUTION NO.: 344,2022**

INTRODUCED BY: Mr. Biesemeyer, who moved for its adoption

SECONDED BY : Mr. Daly

Resolved, that the Town Board approves the following transfers in the Highway Fund.

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

\$35,000.00 **out** of DA#51101.3 General Repairs PS

\$15,000.00 into DA#51304.3 Machinery CE  
\$20,000.00 into DA#5142.4 Snow Removal CE

**RESOLUTION TO TRANSFER FUNDS WITHIN THE SW #1**

**RESOLUTION NO.: 345,2022**

INTRODUCED BY: Ms. Cheetham-Palen, who moved for its adoption

SECONDED BY : Mr. Besemeyer

Resolved, that the Town Board approves the following transfers in the SW #1.

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

\$1,397.40 out of SW#1 #2142.7 Unmetered Water Sales  
\$1,397.40 into SW#1 #83201.7 Source Power Pump PS

\$195.00 out of SW#1 #2144.7 Water Service Charges  
\$195.00 into SW#1 #83201.7 Source Power Pump PS

\$114.25 out of SW#1 #2401.7 Interest and Penalties  
\$114.25 into SW#1 #83201.7 Source Power Pump PS

**RESOLUTION TO TRANSFER FUNDS WITHIN THE SW #2**

**RESOLUTION NO.: 346,2022**

INTRODUCED BY: Ms. Cheetham-Palen, who moved for its adoption

SECONDED BY : Mr. Daly

Resolved, that the Town Board approves the following transfers in the SW #2.

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

\$5,800.30 out of SW#2 #2142.8 Unmetered Water Sales  
\$5,800.30 into SW#2 #83201.8 Source Power Pump PS

\$4.37 out of SW#2 #2144.8 Water Service Charges  
\$4.37 into SW#2 #90108.8 State Retirement

\$100.42 out of SW#2 # Interest & Earnings  
\$100.42 into SW#2 #90108.8 State Retirement

● **Resolutions to amend the 2022 budget**

**RESOLUTION TO AMEND THE 2022 BUDGET IN THE GENERAL REVENUE  
ACCOUNT LINE DUE TO COLLECTING MORE THAN EXPECTED**

**RESOLUTION NO.: 347,2022**

INTRODUCED BY: Mr. Biesemeyer, who moved for its adoption

SECONDED BY : Mr. Daly

Resolved, that the Town Board approves the following amendment in the General Revenue Account.

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

Increasing General Revenue Account Line Items	
<u>AMOUNT</u>	<u>LINE ITEM – REVENUE ACCOUNT</u>
\$2,262.70	#1090.1 Real Property Tax Interest & Penalty
\$457.48	#1255.1 Town Clerk Fees
\$33,767.30	#1720.1 Parking Lots and Garages
\$1,572.77	#1789.1 Other Transportation
\$5,975.00	#2410.1 Rental of Real Property
\$8,263.00	#2610.1 Fines, Forfeits of Bail
\$554.53	#2770.1 Unclassified Revenues
\$6,688.00	#3005.1 State Aid Mtg Tax

To increase A#13551.1 Assessor PS by \$50,000 to be transferred from A#13554.1 Assessor CE in January 2023.

**RESOLUTION TO AMEND THE 2022 BUDGET IN THE HIGHWAY REVENUE ACCOUNT LINE DUE TO COLLECTING MORE THAN EXPECTED  
RESOLUTION NO.: 348,2022**

INTRODUCED BY: Mr. Biesemeyer, who moved for its adoption  
SECONDED BY : Mr. Daly

Resolved, that the Town Board approves the following amendment in the Highway Revenue Account.

Duly adopted this 22nd day of December, 2022 by the following vote:  
AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo  
NAYS: (none)

Increasing Highway Revenue Account Line	
<u>AMOUNT</u>	<u>LINE ITEM – REVENUE ACCOUNT</u>
\$23,196.54	#2300.3 Transportation Services –Snow & Ice
\$5,237.68	#2401.3 Interest & Earnings
\$24,821.47	#2416.3 Rental of Equipment – Other Gov't
\$4,217.94	#2655.3 Sales Other

**RESOLUTION TO INCREASE TRANSFER TO CAPITAL RESERVE BY \$500 TO BE TRANSFERRED TO FUND BALANCE FOR LIBRARY.  
RESOLUTION NO.: 349,2022**

INTRODUCED BY: Mr. Biesemeyer, who moved for its adoption  
SECONDED BY : Mr. Daly

Resolved, that the Town Board approves the following transfer in the Library.

Duly adopted this 22nd day of December, 2022 by the following vote:  
AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo  
NAYS: (none)

To increase #99509.6 Transfers to Capt. Reserves by \$500 to be transferred from Fund Balance. We forgot to include this in the 2022 budget.

**RESOLUTION TO AMEND THE 2022 BUDGET IN THE LIBRARY REVENUE ACCOUNT LINE DUE TO COLLECTING MORE THAN EXPECTED  
RESOLUTION NO.: 350,2022**

INTRODUCED BY: Mr. Biesemeyer, who moved for its adoption  
SECONDED BY : Mr. Daly

Resolved, that the Town Board approves the following amendment in the Library Revenue Account.

Duly adopted this 22nd day of December, 2022 by the following vote:  
AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

Increasing Library Revenue Account Line Items due to collecting more than what was expected:

<u>AMOUNT</u>	<u>LINE ITEM – REVENUE ACCOUNT</u>
\$1,271.24	#2401.6 Interest & Earnings
\$228.58	#3840.6 State Aid Library

**RESOLUTION TO AMEND THE 2022 BUDGET IN SW #2 REVENUE ACCOUNT  
LINE DUE TO COLLECTING MORE THAN EXPECTED  
RESOLUTION NO.: 351,2022**

INTRODUCED BY: Mr, Biesemeyer, who moved for its adoption

SECONDED BY : Ms. Cheetham-Palen

Resolved, that the Town Board approves the following amendment in the SW #2 Revenue Account.

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

To increase #83204.8 Source Power Pump CE by \$18,352.58 to be transferred from fund balance.

To increase #90108.8 State Retirement by \$300.08 to be transferred from fund balance

To increase #90308.8 Social Security by \$400.00 to be transferred from fund balance

To increase #90458.8 Life Insurance by \$10.00 to be transferred from fund balance

To increase #90608.8 Life Insurance by \$100.00 to be transferred from fund balance.

**Supervisor's Report :**

- October 2022 ,*Report attached at end of minutes*

**RESOLUTION TO APPROVE THE OCTOBER SUPERVISORS REPORT  
RESOLUTION NO.: 352,2022**

INTRODUCED BY: Mr, Biesemeyer, who moved for its adoption

SECONDED BY : Mr. Daly

Resolved, that the Town Board approves the October Supervisors Report

Duly adopted this 22nd day of December, 2022 by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Daly, Mr. Deyo

NAYS: (none)

**Audit Bills :**

**RESOLUTION TO AUDIT THE VOUCHERS #2022-1031 through #2022-1078**

**RESOLUTION NO.: 353,2022**

INTRODUCED BY: Mr. Biesemeyer who moved for its adoption

SECONDED BY: Ms, Cheetham-Palen

RESOLVED, that the Town Board approves the following bills for payment, including those that were prepaid.

Multi-Fund Vouchers numbered 2022-1031 to 2022-1078, totaling \$98,848.12, as follows: General Fund Bills \$25,386.94, Highway Fund Bills \$68,742.97, Library \$12.31, Water District #1 Bills \$3,000.63, Water District #2 Bills \$1,705.27

Duly adopted this 22nd day of December, 2022, by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Deyo, Mr. Daly

NAYS: none

**Adjourn :**

**RESOLUTION TO ADJOURN**

**RESOLUTION NO.: 354,2022**

INTRODUCED BY: Mr. Biesemeyer who moved for its adoption

SECONDED BY: Mr. Daly

RESOLVED, that the Town Board of the Town of Keene has completed all business and hereby adjourns the Regular Meeting at 10:18 A.M. Duly adopted this 22nd day of December, 2022, by the following vote:

AYES: Supervisor Wilson, Mr. Biesemeyer, Ms. Cheetham-Palen, Mr. Deyo, Mr. Daly

NAYS: none

Anna Whitney



Town Clerk

Town of Keene

Town of Keene -

**10/31/2022**

**-\$1.00**

**Champlain National BALANCE**

**Enhanced Business Solutions BALANCES**

MULTI FUND		Cash	
Balance	\$ 632,326.98	General Fund	\$111,057.52
Less OS Checks	(\$39,498.25)	Hwy Fund	\$120,429.66
		Public Library	\$4,572.89
		Water District SW1	\$124,918.07
		Water District SW2	\$263,149.92
DIT (NYCLASS to MF-HWY)		ARPA	\$807.69
T&A to MF to cover check #16212		DIT P/R #22-22	(\$32,106)
	\$ 592,828.73		\$ 592,829.73

**Town of Keene Supervisor Report  
October 2022**

Fund	Fund Account	Beginning Balance	Revenue	Disbursements	End of Month Balance
General	200.01	\$44,495.31	\$167,599.51	\$101,037.30	\$111,057.52
Highway	200.03	\$72,078.15	\$182,525.73	\$134,174.22	\$120,429.66
Library	200.06	\$3,254.90	\$5,000.00	\$3,682.01	\$4,572.89
Water #1	200.07	\$125,128.90	\$15,135.88	\$15,346.71	\$124,918.07
Water #2	200.08	\$276,641.21	\$25,278.55	\$38,769.84	\$263,149.92
<b>Total</b>		\$521,598.47	\$395,539.67	\$293,010.08	\$624,128.06

Champaign National  
Checking Accounts  
Multifund Account

Fund	Fund Account	Beginning Balance	Interest Earned	Deposits	Withdrawals	End of Month Balance
General	201.01	\$2,013,118.91	\$4,898.57	\$0.00	\$90,000.00	\$1,928,017.48
Highway	201.03	\$518,380.82	\$1,248.60	\$0.00	\$100,000.00	\$419,629.42
Library	201.06	\$114,580.84	\$279.00	\$0.00	\$5,000.00	\$109,859.84
Water #1	201.07	\$13,949.69	\$24.84	\$0.00	\$4,755.13	\$9,219.40
Water #2	201.08	\$36,168.61	\$87.86	\$0.00	\$1,256.47	\$35,000.00
Library	230.06	\$4,588.93	\$12.03	\$500.00	\$0.00	\$5,100.96
Buildings	230.25	\$58,962.02	\$159.72	\$10,000.00	\$0.00	\$69,121.74
SW#2	230.10	\$30,462.22	\$109.00	\$22,468.00	\$0.00	\$53,039.22
Highway	230.12	\$30,221.71	\$35.38	\$15,000.00	\$42,412.50	\$2,844.59
Shuttle	230.30	\$10,061.24	\$32.30	\$5,000.00	\$0.00	\$15,093.54
ROOST	230.20	\$129,475.59	\$317.12	\$0.00	\$0.00	\$129,792.71
Bike Park	230.20	\$2,414.52	\$5.92	\$0.00	\$0.00	\$2,420.44
<b>Total</b>		\$2,962,385.10	\$7,210.34	\$52,968.00	\$243,424.10	\$2,779,139.34

NY CLASS.

Money Market

Reserves

Joe Pete Wilson, II