

Regular Town Board Meeting
August 8, 2023 5:30 pm
Town Hall
Joseph P. Wilson Jr, Supervisor
Robert M. Biesemeyer, Deputy Supervisor

Call to order

Approve Minutes: July 11, 2023 Town Board meeting

Privilege of the Floor:

- Community Center Task Force Update
- Stacey Martin: Sidewalks

Town Discussion of Old Business:

- Marcy Field updates
- Water Districts: Rate structure, Metering, Rate appeals
 - WD#1;
 - WD#2; Resolution to OSC
- Keene Housing Task Force update
- Town Trails project
- Resolution approving summer hires: bus drivers at school rate; counselors from \$15 to \$20 based on qualifications; stewards at \$17.85
- Town Hall heat Heat Pump project
- Resolution to authorize town attorney to draft a proposed STR Local Law

New Business:

- Approval for Conference travel; Water & Highway Supers, & Clerk to Supervisor
- VISA monthly bill payment approval
- Resume two meetings/month and set time
- Budget Calendar

Executive Session:

Budget Resolutions

Resolution to transfer funds:

Resolution to amend the 2023 budget:

Supervisor's Report:

Updated March Multi Fund Bank Reconciliation; April Multi Fund Bank Reconciliation; May Multi Fund Bank Reconciliation to approve

Audit Bills:

Resolution to audit Vouchers #2023- through #2023-

RESOLUTION AUTHORIZING THE ISSUANCE OF THE APPLICATION FOR THE CERTIFICATE OF THE STATE COMPTROLLER TO APPROVE THE ORIGINAL ISSUANCE OF OBLIGATIONS OF THE TOWN'S WATER DISTRICT IMPROVEMENT PROJECT

BE IT RESOLVED that the Town of Keene hereby directs that the submission of the Application for the Town of Keene, In the county of Essex, State of New York, for certificate of the State Comptroller approving the original issuance of obligations, pursuant to subdivision three of section 104.10 of the local finance law.

BE IT FURTHER RESOLVED that the Town of Keene is situated wholly within the Adirondack Park and has within its town boundaries State Lands, subject to taxation, assessed at more than 30% of the total taxable assessed valuation of the town, as determined by the latest completed assessment roll of the town.

BE IT FURTHER RESOLVED that the Town of Keene has passed a Bond Resolution for the Water District Improvements in the amount of \$5,029,607.20.

BE IT FURTHER RESOLVED that the State of New York has an assessed value of \$0.00 located within Water District #2.

This resolution was duly seconded by _____ and adopted, upon a roll call vote as follows:

AYES:

NOES:

ABSENT:

Town of Keene
Budget Calendar for 2024 Budget

<u>EVENT</u>	<u>PROPOSED DATE SCHEDULED</u>
On or before September 1 st , estimated form shall be furnished to all Department Heads.	Thursday, August 17 th
On or before September 20 th , the head of each administrative unit must submit to the Supervisor an estimate of expenditures and revenues for the year. The Supervisor shall prepare estimates for each unit that fails to submit an estimate. Fire District Board of Commissioners shall comply with the above.	Friday, September 1 st
Special Town Board Meeting Budget Workshops	Tuesday, Sept. 12 th @ 4:30 PM (followed by regular Town Board Meeting @ 5:30 PM) & Tues., Sept. 26 th @ 4:30 PM (followed by regular Town Board Meeting @ 5:30PM)
On or before September 30 th , the Supervisor shall file the Tentative Budget with the Town Clerk.	Friday, Sept. 29 th (in office)
On or before October 5 th , the Town Clerk shall submit the tentative Budget to the Town Board at a Special Meeting.	Tuesday Oct 3rd @ 6:00 PM Workshop Thursday Oct. 5 th @10:00AM
On or before October 10 th , the Town Board shall file the Preliminary Budget, as revised, with the Town Clerk.	Tues., Oct.10 th @ 5:30 PM (during regular meeting)
Publish Notice of Public Hearing	(after 10/11 meeting)
On or before the Thursday, immediately following the General Election, the Town Board shall hold a Public Hearing on the Preliminary Budget. Notice of Hearing, listing proposed salaries of elected officials, shall be published at least five days prior to the Public Hearing.	Thurs., Nov. 9 th @ 6:00 PM
Final revision of the Preliminary Budget and Adoption of the budget shall occur no later than November 20 th .	Tuesday, Nov 14 th @ 5:30 PM @Regular Board Meeting

The March 2023 Multi Fund Bank Rec was approved at a previous town board meeting, but there was a difference of \$194. I corrected it, and now the balance is \$0. I have attached a copy incase we need to re-approve the March 2023 Bank Rec.

Town of Keene -

3/31/2023		\$0.00		Enhanced Business Solutions BALANCES	
Champlain National BALANCE					
MULTI FUND					
Balance	\$	736,653.58	General Fund	0.01	Cash \$122,392.02
Less OS Checks		(\$70,058.30)	Hwy Fund	0.03	\$62,166.97
			Public Library	0.06	\$50,399.32
			Water District SW1	0.07	\$266,738.38
			Water District SW2	0.08	\$127,445.92
			KYC Fund	0.18	\$2,745.67
Due from 200.18 (KYC) @Bank only (see bach #1563)		\$50.00	Safety Path	0.16	\$34,757.00
			ARPA		
	\$	666,645.28			\$666,645.28

**Town of Keene Supervisor Report
March 2023**

Fund	Fund Account	Beginning Balance	Revenue	Disbursements	End of Month Balance	
Chaplain National Checking Accounts	General	\$161,108.93	\$179,489.02	\$218,205.93	\$122,392.02	
	Highway	\$112,290.60	\$31,497.32	\$81,620.95	\$62,166.97	
	Library	-\$2,757.75	\$117,199.00	\$64,041.93	\$50,399.32	
	Water #1	\$268,626.44	\$5,584.81	\$7,472.87	\$266,738.38	
	Water #2	\$141,845.14	\$148.00	\$14,547.22	\$127,445.92	
	KYC Fund	\$2,405.67	\$340.00	\$0.00	\$2,745.67	
	Safety Path	\$11,157.00	\$23,600.00	\$0.00	\$34,757.00	
	Total		\$694,676.03	\$357,858.15	\$385,888.90	\$666,645.28
	Multifund Account					

Fund	Fund Account	Beginning Balance	Interest Earned	Deposits	Withdrawals	End of Month Balance
NY C.L.A.S.s	General	\$2,542,456.21	\$9,699.68	\$0.00	\$50,000.00	\$2,502,155.89
	Highway	\$1,095,603.81	\$4,204.32	\$0.00	\$0.00	\$1,099,808.13
	Library	\$133,254.93	\$447.68	\$0.00	\$30,000.00	\$103,702.61
	Water #1	\$39,397.50	\$151.17	\$0.00	\$0.00	\$39,548.67
	Water #2	\$135,649.19	\$520.55	\$0.00	\$0.00	\$136,169.74
	Library	\$5,167.44	\$19.84	\$0.00	\$0.00	\$5,187.28
	Buildings	\$70,022.39	\$268.72	\$0.00	\$0.00	\$70,291.11
	SW#2	\$72,234.79	\$277.21	\$0.00	\$0.00	\$72,512.00
Reserves	Highway	\$2,881.65	\$11.05	\$0.00	\$0.00	\$2,892.70
	Shuttle	\$15,290.20	\$58.69	\$0.00	\$0.00	\$15,348.89
	ROOST	\$131,483.92	\$499.57	\$0.00	\$2,097.50	\$129,885.99
	Bike Park	\$43.43	\$0.27	\$0.00	\$0.00	\$43.70
Total		\$4,243,485.46	\$16,158.75	\$0.00	\$82,097.50	\$4,177,546.71

Joe Pete Wilson, II

4/30/2023

\$0.00

Champlain National BALANCE

Enhanced Business Solutions BALANCES

MULTI FUND		Cash	
Balance	\$ 650,864.53	General Fund	0.01 \$91,331.67
Less OS Checks	<u>(\$160,141.37)</u>	Hwy Fund	0.03 \$44,738.87
		Public Library	0.06 \$44,736.96
		Water District SW1	0.07 \$220,359.25
		Water District SW2	0.08 \$52,103.74
Due from 200.18 (KYC) @Bank only (see bach #1563)	\$50.00	KYC Fund	0.18 \$2,745.67
		Safety Path	0.16 \$34,757.00
	\$ 490,773.16		
			\$490,773.16

Town of Keene Supervisor Report
April 2023

Fund		Fund Account	Beginning Balance	Revenue	Disbursements	End of Month Balance
Champlain National Checking Accounts		Multifund Account				
General	200.01	\$122,392.02	\$54,363.35	\$85,423.70	\$91,331.67	
Highway	200.03	\$62,166.97	\$51,344.70	\$68,772.80	\$44,738.87	
Library	200.06	\$50,399.32	\$4,500.00	\$10,162.36	\$44,736.96	
Water #1	200.07	\$266,738.38	\$1,422.97	\$47,802.10	\$220,359.25	
Water #2	200.08	\$127,445.92	\$0.00	\$75,342.18	\$52,103.74	
KYC Fund	200.18	\$2,745.67	\$0.00	\$0.00	\$2,745.67	
Safety Path	200.16	\$34,757.00	\$0.00	\$0.00	\$34,757.00	
Total		\$666,645.28	\$111,631.02	\$287,503.14	\$490,773.16	
Fund	Fund Account	Beginning Balance	Interest Earned	Deposits	Withdrawals	End of Month Balance
NY C.L.A.S.S.						
Money Market						
General	201.01	\$2,502,155.89	\$9,664.74	\$0.00	\$0.00	\$2,511,820.63
Highway	201.03	\$1,099,808.13	\$4,119.01	\$0.00	\$50,000.00	\$1,053,927.14
Library	201.06	\$103,702.61	\$400.57	\$0.00	\$0.00	\$104,103.18
Water #1	201.07	\$39,548.67	\$152.73	\$0.00	\$0.00	\$39,701.40
Water #2	201.08	\$136,169.74	\$525.95	\$0.00	\$0.00	\$136,695.69
Library	230.06	\$5,187.28	\$20.04	\$0.00	\$0.00	\$5,207.32
Buildings	230.25	\$70,291.11	\$271.50	\$0.00	\$0.00	\$70,562.61
SW#2	230.10	\$72,512.00	\$280.10	\$0.00	\$0.00	\$72,792.10
Highway	230.12	\$2,892.70	\$11.15	\$0.00	\$0.00	\$2,903.85
Shuttle	230.30	\$15,348.89	\$59.29	\$0.00	\$0.00	\$15,408.18
ROOST	230.20	\$129,885.99	\$645.93	\$65,694.73	\$0.00	\$196,226.65
Bike Park	230.20	\$43.70	\$0.24	\$0.00	\$0.00	\$43.94
Total		\$4,177,546.71	\$16,151.25	\$65,694.73	\$50,000.00	\$4,209,392.69

Joe Pete Wilson, II

Here is the May 2023 MF Bank Reconciliation. I don't believe May has been approved yet.

I'm working on June.

5/31/2023

\$0.00

Champlain National BALANCE		Enhanced Business Solutions BALANCES	
MULTI FUND			
Balance	\$ 452,953.57	General Fund	0.01 \$183,737.64
Less OS Checks	(\$45,446.06)	Hwy Fund	0.03 \$35,070.91
		Public Library	0.06 \$37,632.17
		Water District SW1	0.07 \$88,873.11
		Water District SW2	0.08 \$95,953.66
Due from 200.18 (KYC) @Bank only (see bach #1563)	\$50.00	KYC Fund	0.18 \$1,530.91
DIT (PHONE LEASE)	\$ (386.10)	Safety Path	0.16 \$4,757.00
DIT (SUN LIFE)	\$ (11.07)	P/R #11-23 and Health Ins Buyout #11-23	\$ (37,710.08)
VISA (PAID TWICE)	\$ 2,684.98		
	\$ 409,845.32		\$409,845.32

**Town of Keene Supervisor Report
May 2023**

Fund		Fund Account	Beginning Balance	Revenue	Disbursements	End of Month Balance
Champlain National Checking Accounts		Multifund Account				
General	200.01	\$91,331.67	\$212,066.47	\$119,660.50	\$183,737.64	
Highway	200.03	\$44,738.87	\$40,032.93	\$49,700.89	\$35,070.91	
Library	200.06	\$44,736.96	\$4,643.39	\$11,748.18	\$37,632.17	
Water #1	200.07	\$220,359.25	-\$67,745.88	\$63,740.26	\$88,873.11	
Water #2	200.08	\$52,103.74	\$50,195.00	\$6,345.08	\$95,953.66	
KYC Fund	200.18	\$2,745.67	\$673.00	\$1,887.76	\$1,530.91	
Safety Path	200.16	\$34,757.00	\$0.00	\$30,000.00	\$4,757.00	
Total		\$490,773.16	\$239,864.91	\$283,082.67	\$447,555.40	
Fund	Fund Account	Beginning Balance	Interest Earned	Deposits	Withdrawals	End of Month Balance
NY C.L.A.S.S.						
Money Market						
General	201.01	\$2,511,820.63	\$10,216.24	\$0.00	\$40,000.00	\$2,482,036.87
Highway	201.03	\$1,053,927.14	\$4,203.01	\$0.00	\$40,000.00	\$1,018,130.15
Library	201.06	\$104,103.18	\$429.38	\$0.00	\$0.00	\$104,532.56
Water #1	201.07	\$39,701.40	\$163.77	\$0.00	\$0.00	\$39,865.17
Water #2	201.08	\$136,695.69	\$450.36	\$0.00	\$50,000.00	\$87,146.05
Library	230.06	\$5,207.32	\$21.48	\$0.00	\$0.00	\$5,228.80
Buildings	230.25	\$70,562.61	\$291.05	\$0.00	\$0.00	\$70,853.66
SW#2	230.10	\$72,792.10	\$300.26	\$0.00	\$0.00	\$73,092.36
Highway	230.12	\$2,903.85	\$12.01	\$0.00	\$0.00	\$2,915.86
Shuttle	230.30	\$15,408.18	\$63.54	\$0.00	\$0.00	\$15,471.72
ROOST	230.20	\$196,226.65	\$793.89	\$0.00	\$6,660.00	\$190,360.54
Bike Park	230.20	\$43.94	\$0.26	\$0.00	\$0.00	\$44.20
Total		\$4,209,392.69	\$16,945.25	\$0.00	\$136,660.00	\$4,089,677.94

Joe Pete Wilson, II