Regular Monthly Town of Keene Board Meeting

January 9th, 2024

5:30 P.M. Town Hall

Meeting # 2-24

Resolutions # 54-68

**Board Members Present**: Joe Pete Wilson Supervisor, Robert Biesemeyer, Christopher Daly, Ann Hough Council Members

**Absent**: Teresa Cheetham-Palen

**Town Officials Present:** Reginald Whitney Highway Superintendent, Ann Whitney Town Clerk

**Town Counsel Present:** Bryan Liam Kennelly, Esq

**Members of the Public**: Keith Hall

**Call to Meeting to Order** at 5:32 by Joe Pete Wilson

Pledge of Allegiance

**Approval of Minutes:**

November 28th Bi-Monthly TOWN Board Meeting

December 12th Public Hearing Local Law #2 of 2023

December 12th Regular Town Board Meeting

December 21st Bi-Monthly Meeting; No Meeting due to lack of quorum

January 4th, 2024 Organizational

**RESOLUTION TO APPROVE THE NOVEMBER 28 th, 2023 BI-MONTHLY, DECEMBER 12th,2023 PUBLIC HEARING, DECEMBER 12th, 2023 REGULAR MEETING, AND THE JANUARY 4TH, 2024 ORGANIZATIONAL TOWN BOARD MINUTES**

**RESOLUTION NUMBER: 54-2024**

**INTRODUCED BY: ANN HOUGH WHO MOVED FOR ITS ADOPTION SECONDED BY ROBERT BIESEMEYER**

**RESOLVED** that the Town Board of Keene has approved the Bi-Monthly, Public Hearing, Regular, and Organizational Town Board meetings

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**Privilege of the Floor:**

Mr. Whitney explained to the Board about the DEC inspection done a few months ago. The big-ticket item was the waste oil furnace. Getting rid of that will be about $7,600.

Mr. Biesemeyer said there is no way around it we have to do it.

Mr. Wilson stated we are going to add as a standing item on the agenda, Town Clerk Report. Some of this is what the Comptroller suggested and other is good practice.

Ms. Whitney explained what she has for you. The tax account, which will show you what has been collected , what has been paid to the town, what is left to pay and once that is done you will see what has been paid to the county and what remains. I also have my clerk report that I will give to you at every regular meeting showing what I collected the prior month. I will also have my bank statements from both accounts.

**Town Discussion of Old Business:**

Mr. Wilson stated Savana asked him to go over her items, as she wanted to get home before the storm.

* **Water District Updates:**
  + **WD #2 WIIA Grant denied**

Mr. Wilson explained WD #2 was rejected the WIIA grant. Savana spoke with Marlin Martin with Dept of Health, they said there is nothing more we can do to improve our score but that there were so many towns that applied. Their Water Departments are falling apart, all the money went to the places that neglected, ignored, and failed to do anything which left the Town of Keene with no available funds. We were penalized for doing the right thing. At this point, we need to pause what we are doing because we have no way to pay for our production well. I think one option is we apply for WIIA again and see if we get it. I am looking at other things for funding as well.

Mr. Biesemeyer asked what the Heath Department has to say. Are they going to fine us?

Mr. Wilson said they know we are working at it and we have a backup if needed.

Mr. Daly asked if and when we qualify for the grant will we be able to claim what we have done?

Mr. Wilson said yes because we have made sure to comply with all the grant requirements.

Mr. Wilson mentioned the next Water Workshop is scheduled on January 18th at 10:00 a.m. here at the Town Hall.

* + **Adopt billing twice per year**

Mr. Wilson said Savana is asking to change the annual billing cycle to twice a year.

**RESOLUTION TO CHANGE THE ANNUAL BILLING CYCLE TO TWICE A YEAR**

**RESOLUTION NUMBER: 55-2024**

**INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board of Keene has approved to change the Annual Water billing to twice a year,

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

* **Text Notification System**

Mr. Wilson said the last time we talked about this people were in favor of this. **RESOLUTION TO PURCHASE THE TEXT NOTIFICATION SYSTEM**

**RESOLUTION NUMBER: 56-2024**

**INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION SECONDED BY ANN HOUGH**

**RESOLVED** that the Town Board of Keene has approved to purchase the text notifaction system,

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

* **Van Purchase:**

Mr. Wilson explained we have been trying to purchase a new hiker shuttle van. We went out to bid and the process took so long thst the cost of a shuttle van is much more then what we approved. We need to approve more for a van purchase

**RESOLUTION TO APPROVE THE SPENDING UP TO $60,000 FOR A HIKER SHUTTLE VAN**

**RESOLUTION NUMBER: 57-2024**

**INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board of Keene has approved the spending of a Hiker Parking Van to $60,000,

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

* **Resume Town Hall replacement project**

Mr. Wilson said we need to restart the Town Hall heat replacement project now that the power has been installed. I am going to contact each of the people that bid before, see if they are still interested or if they need to update their bid.

Mr. Biesemeyer and Mr. Wilson discussed maybe putting back to bid.

**New Business**:

* **Approval for Travel to Association of Towns for training**

**RESOLUTION TO APPROVE TRAVEL FOR ASSOCIATION OF TOWNS FOR THREE TOWN OFFICIALS IN FEBRUARY**

**RESOLUTION NUMBER: 58-2024**

**INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board of Keene has approved travel for Association of Towns in February for three Town Officials,

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

Mr. Wilson brought up the email from Mr. Biesemeyer in regards to the Library asking for their own bank account. Joe Pete spoke with the Comptroller who is looking into it further. She is getting more information in regards to fund raising and where does the money go. We are working on it.

Ms. Hough spoke on behalf of the Youth Commission. Haylie is going to be asking for an Assistant Director.

The other thing they want is their own website and a link on ours. They would like an answer on this.

Mr. Daly asked could they wait and use the new Text Notification System.

Mr. Wilson said that is a great idea. I can get them trained the same time they come to do our training.

**Ongoing Local Law Process:**

* **Timeline for introducing Local Law on STR’s and scheduling Public Hearing**

Liam will have the comparssion done and the final form by the end of the week. We are looking to schedule the Public Hearing in February or March.

Mr. Wilson said at the January 30th we will schedule the Public Hearing.

**Executive Session:**

**RESOLUTION TO ENTER EXECUTIVE SESSION FOR LEGAL ADVICE**

**RESOLUTION NUMBER: 59-2024**

**INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION SECONDED BY ROBERT BIESEMEYER**

**RESOLVED** that the Town Board of Keene entered into Executive Session at 6:26 P.M. for legal advice,

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**RESOLUTION TO COME OUT OF EXECUTIVE SESSION**

**RESOLUTION NUMBER: 60-2024**

**INTRODUCED BY: ROBERT BIESMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board of Keene return from Executive Session at 6:36 P.M.

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**RESOLUTION TO APPROVE OUR TOWN CLARK TO JOIN THE NEW YORK CEMETERY ASSOCIATION AND PAY THE FEES**

**RESOLUTION NUMBER:61-2024**

**INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH**

**RESOLVED** that the Town Board of Keene approve our Town Clerk to join the New York Cemetery Association and pay the fees,

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**Budget Resolutions:**

* **Resolution to amend the 2023 budget**

**RESOLUTIONS TO AMEND 2023 BUDGET**

**RESOLUTION NUMBER:62-2024**

**INTRODUCED BY CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION, SECONDED BY ROBERT BIESEMEYER**

**RESOLVED** that the Town Board of Keene approve the following BUDGET AMENDMENTS:

GENERAL FUND to increase the Cemetery Contractual Line #088104.01.004.00 by $10,401.56 to be transferred from unallocated funds. We are currently ($10,401.56) due to the new cemetery work.

To increase the State Retirement Line #90108.1 by $15,092.92 to be transferred from unallocated funds.

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

* **Resolution to transfer funds**

**RESOLUTIONS TO TRANSFER FUNDS WITHIN THE GENERAL FUNDS**

**RESOLUTION NUMBER:63-2024**

**INTRODUCED BY CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION, SECONDED BY ROBERT BIESEMEYER**

**RESOLVED** that the Town Board of Keene approve the following transfer of funds within the general fund,

$.24 out of A#10104.1 Town Board CE

$.24 into A#10101.1 Town Board PS

$2,483.64 out of A#19904.1 Contingency

$2,483.64 into A#12204.1 Supervisor CE

$1,853.11 out of A#14102.1 Town Clerk Eq

$1,853.11 into A#14104.1 Town Clerk CE

$2,649.36 out of A#19904.1 Contingency

$2,649.36 into 14204.1 Attorney CE

$14,154.56 out of A #14902.1 Public Works Eq

$14,154.56 into A#14901.1 Public Works PS

$136.34 out of A#16204.1 Buildings CE

$136.34 into A#16201.1 Building PS

$2,241.32 out of A#19904.1 Contingency

$2,241.32 into A#16604.1 Central Supply

$668.63 out of A#16802.1 Data Processing EQ

$668.63 into A#16804.1 Data Processing CE

$608.79 out of A#30104.1 Public Safety CE

$608.79 into A#30101.1 Public Safety PS

$11,390.87 out of A#19904.1 Contingency

$11,390.87 into A#30101.1 Public Safety PS

$265.58 out of A#19904.1 Contingency

$265.58 into A#33104.1 Traffic Control CE

$165.00 out of A#19904.1 Contingency

$165.00 into A#64104.1 Publicity CE

$6,850.00 out of A#71104.1 Parks CE

$6,850.00 into A#71102.1 Parks EQ

$1,000.00 out of A#71502.1 Recreation Facility EQ

$1,000.00 into A#71501.1 Recreation Facility PS

$244.70 out of A#71504.1 Recreation Facility CE

$244.70 into A#71501.1 Recreation Facility PS

$856.17 out of A#19904.1 Contingency

$856.17 into A#71501.1 Recreation Facility PS

$2,037.11 out of A#19904.1 Contingency

$2,037.11 into A#74104.1 Library CE

$500.00 out of A#85101.1 Community Beautification PS

$500.00 into A#85104.1 Community Beautification CE

$477.96 out of A#19904.1 Contingency

$477.96 into A#85104.01 Community Beautification CE

$3,645.03 out of A#19904.1 Contingency

$3,645.03 into A#88101.1 Cemetery PS

$976.54 out of A#19904.1 Contingency

$976.54 into A#90308.1 Social Security

$1,437.50 out of A#19904.1 Contingency

$1,437.50 into A#97107.1 Interest on Bond

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**RESOLUTIONS TO TRANSFER FUNDS WITHIN THE HIGHWAY FUND**

**RESOLUTION NUMBER:64-2024**

**INTRODUCED BY ANN HOUGH WHO MOVED FOR ITS ADOPTION, SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board of Keene approve the following transfer of funds within the Highway Fund,

$12,905.10 out of DA#51101.3 General Repairs PS

$12,905.10 into DA#51104.3 General Repairs CE

$49,046.08 out of DA#51302.3 Machinery EQ

$49,046.08 into DA#51304.3 Machinery CE

$212.80 out of DA#51481.3 Service to other GOVT PS

$212.80 into DA#51484.3 Service to other GOVT CE

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**RESOLUTIONS TO TRANSFER FUNDS WITHIN THE WATER DISTRICT #1 FUND**

**RESOLUTION NUMBER:65-2024**

**INTRODUCED BY CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION, SECONDED BY ROBERT BIESMEYER**

**RESOLVED** that the Town Board of Keene approve the following transfer of funds within the Water District #1 Fund,

$462.20 out of SW#1 #83202.7 Source Power Pump EQ

$462.20 into SW#1 #83201.7 Source Power Pump PS

$4.75 out of SW#1 #90458.7 Life Insurance

$4.75 into SW#1 #90308.7 Social Security

$543.95 out of SW#1 #83204.7 Source Power Pump CE

$543.95 into SW#1 #90608.7 Medical Insurance

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**Audit Bills:**

**RESOLUTION TO PAY THE ONLINE BILLS**

**RESOLUTION NUMBER: 66-2024**

**INTRODUCED BY ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board pay the online bills.

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Ann Hough, Christopher Daly Joe Pete Wilson

**NAYS**: None

**RESOLUTION TO AUDIT THE VOUCHERS 1040 THROUGH 1055, 2023 AND 001 THROUGH 015, 2024**

**RESOLUTION NUMBER: 67-2024**

**INTRODUCED BY ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board approve the following bills and prepaid bills.

Multi-Fund Vouchers numbered 1040 through1055-2023 and 001 through 015-2024 totaling $40,293.82 as follows:

General Fund Bills $29,793.95

Highway Fund Bills $9,828.61

Water District #1 $182.80

Water District #2 $403.75

Roost Enhancement Tax $84.71

Duly adopted this 12th day of December 2023 by the following vote:

**AYES**: Robert Biesemeyer, Teresa Cheetham-Palen, Joe Pete Wilson

**NAYS**: None

**Adjourn:**

**RESOLUTION TO ADJOURN**

**RESOLUTION NUMBER: 68-2024**

**INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY**

**RESOLVED** that the Town Board of Keene has completed all business and hereby adjourns the Regular Meeting at 6:40 P.M.

Duly adopted this 9th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

Ann Whitney

Town Clerk

Town of Keene