Bi-Monthly Town of Keene Board Meeting

January 30th, 2024

5:30 P.M. Town Hall

Meeting # 3-24

Resolutions # 69-78

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

**Absent**:

**Town Officials Present:** Reginald Whitney Highway Superintendent, Savana Li Water Superintendent, Roger Preston Facility Manager, Ann Whitney Town Clerk

**Town Counsel Present:** None

**Members of the Public**: Keith Hall, Carolyn Peterson, Charlotte Staats, Carlie Leary, Ann Sayers, Kathy Kernan, Zarela Gulli, Susan Lacy, Tammy Loewy, Jackie Bowen

**Call to Meeting to Order** at 5:35 by Joe Pete Wilson

Pledge of Allegiance

**Approval of Minutes:**

January 9th, 2024 Regular Board Meeting

 January 18th, 2024 Water Workshop

**RESOLUTION TO APPROVE THE JANUARY 9TH, 2024 MONTHLY MEETING, AND JANUARY 18TH, 2024 WATER WORKSHOP MINUTES**

 **RESOLUTION NUMBER: 69-2024**

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

**RESOLVED** that the Town Board of Keene has approved the Regular Board Meeting Minutes on January 9th, 2024 and the January 18th, 2024 Water Workshop Minutes

Duly adopted this 30th day of January 2024 by the following vote:

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

**NAYS**: None

**ABSTAINED:** Teresa Cheetham-Palen

**Privilege of the Floor:**

Mr. Wilson wanted to welcome what use to be the Clean Energy Community and now is the Climate Smart Community, they sound similar but they are very different. It is great to have everyone here, Joe Pete turned the floor over to Caroyln to introduce the team.

Ms. Carolyn Peterson wanted to kick this off with what Joe Pete said, we started out as Clean Energy in 2017. We took a hiatus and now we have come back together and want to bring the Town of Keene forward with the Climate Smart Community process which is through the Department of Environment Conservation as opposed to NYSERDA which the Clean Energy Community was. The other piece is we are continuing our work with the Keene Central School Keene Green Team.

Ms. Carlie Leary explained how the Town participated in the Clean Energy Community and I think you are continuing on that as well. You can see the Climate Smart Community is kind of like a sister to the Clean Energy Community and like Carolyn said that is through NYSERDA which is focused on reducing emissions especially from Government Operations. The Climate Smart Community, CSC, through DEC has more of a long-term focus on planning community involvement. I think it can benefit rural communities.

Ms. Peterson and Ms. Leary said we will be providing material to the Board and we would hope to ask the Board to pass a resolution accepting the Ten Point Pledge and an additional resolution to form a Task Force of community members. We are hoping to have this at the February 13th meeting.

**Town Discussion of Old Business:**

* **Water District Updates:**
	+ **Adopt billing twice per year**

Ms. Li explained the correct verbiage is billing once a year but having an option to pay twice a year. The first bill will go out April 1st and they have option to pay half. No penalties if they do not pay anything in April. A reminder will go out September 1st and the total is due October 2nd.

**RESOLUTION TO ACCEPT THE PROCESS OF TWO PAYMENTS FOR WATER BILLING**

 **RESOLUTION NUMBER: 70-2024**

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

**RESOLVED** that the Town Board of Keene has approved the process of the two payment option in the Annual Water Billing,

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

* **Water Workshop**

Ms. Li said our next workshop (February 1st, 2024 @ 10:00a.m.) we are going through the rates, if we agree on them I will get the list to the Board and we will then hopefully have it for the February 13th meeting.

* **Grant**

Mr. Wilson said we have our re-application for the WIIA in for the third time.

* **CEF Grant Process:**

Mr. Wilson explained at our last few meetings we talked about our guidelines for the Community Enhancement Fund. This is a draft on how to manage and administer the money we get from occupancy tax. Do we want to set up a workshop to go through this?

Mr. Daly asked if we could make it part of the Capital Planning workshop?

Mr. Wilson said sure that would be good.

* **Town Wide Capital Planning: Schedule Workshop**

Mr. Wilson passed out an updated Capital Plan. We need to schedule a session to discuss these.

Time and dates went back and forth, settled on February Wednesday the 7th at 5:30 P.M.

* **Tree Removal on Town Property:**

Mr. Wilson explained our attorney found the trees do belong to the Town. Due to several property line adjustments over the years, there was never a deed for this piece. This is a touchy situation because the Town is not responsible to remove trees on the Towns right of way. There is no deed to this but it is our property. We did get a stroke of luck, which I will ask Reggie to tell you about because it was his idea.

Mr. Whitney explained that the Nelson crew that works for NYSEG parks at the shop and I asked if they could help us with this so they will be assisting us in the tree removal.

* **Approve Elected Officials Standard Workday**

Mr. Wilson explained we need to update and approve the Elected Officials Standard workday.

Ms. Whitney explained the elected officials are between 6-8.

**RESOLUTION TO APPROVE THE ELECTED OFFICIALS STANDARD WORKDAY**

 **RESOLUTION NUMBER: 71-2024**

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

**RESOLVED** that the Town Board of Keene has approved the Elected Standard Workday for all Elected Officials to 6 hrs. per day,

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

**New Business**:

* **Approval for Travel for Library Staff**

Mr. Wilson explained the Library Staff found two different conferences. Aaron is asking to go to Ohio and Alexa to California. Aaron has estimated the two trips to be $2,000 to California and $2,400 to Ohio.

Mr. Biesemeyer said it is a bare bones trip.

**RESOLUTION TO APPROVE TRAVEL FOR THE LIBRARY STAFF**

 **RESOLUTION NUMBER: 72-2024**

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

**RESOLVED** that the Town Board of Keene has approved travel for two of the Library staff, Aaron Miller and Alexa Dumas,

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

* **Town Wide Property Revaluation**

Mr. Wilson said Mr. Gay, our assessor, said the property reevaluation is going to be put off until 2025. There is still too much data left to collect. He still has 150 building permits left to go through.

* **Dump Ticket Sales**

Mr. Wilson wanted to explain after conversation with the State Auditor, we need to make some changes in our process of selling dump tickets. The two big issues are off site sales and exchanging off site sales agent to get free dumping. This is something we need to get on, we need to get on the vending machine sales at the Transfer Station.

* **Update on Ice Rink**

Mr. Wilson said John Mackey came forward wanting to take over the Ice Rink. He has passion for the rink. He did have one request and that was a snow blower with tracks instead of using a truck with a plow.

**RESOLUTION TO AUTHORIZE THE SUPERVISOR TO SPEND UP TO $3,000 ON A SNOW BLOWER WITH TRACKS**

 **RESOLUTION NUMBER: 73-2024**

**INTRODUCED BY: JOE PETE WILSON WHO MOVED FOR ITS ADOPTION SECONDED BY TERESA CHEETHAM-PALEN**

**RESOLVED** that the Town Board of Keene has authorized the Supervisor to spend up to $3,000 on a Snow Blower with tracks,

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

**Ongoing Local Law Process:**

* **Schedule Public Hearing for STR Local Law**

Ms. Palen does not believe we are ready to schedule a Public Hearing. I believe we need to schedule another workshop.

Mr. Wilson asked if Bob could go through it with Ann, they both agreed.

Mr. Wilson asked for everyones thoughts on a date, agreed on February 15th at 5:30 P.M. at the Town Hall.

**Executive Session:**

**RESOLUTION TO ENTER EXECUTIVE SESSION FOR TWO PERSONNEL ISSUES**

 **RESOLUTION NUMBER: 74-2024**

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

**RESOLVED** that the Town Board of Keene entered into Executive Session at 6:39 P.M. for two personnel issues,

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

**RESOLUTION TO COME OUT OF EXECUTIVE SESSION**

 **RESOLUTION NUMBER: 75-2024**

**INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR ITS ADOPTION SECONDED BY ROBERT BIESEMEYER**

**RESOLVED** that the Town Board of Keene return from Executive Session at 6:57 P.M.

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

**Town Clerk Report:**

Ms. Whitney stated the Town Warrant was paid in full today and now I will began paying the County.

Mr. Wilson wanted to make the Board aware of the lack of support Cindy is getting with Enhanced. We are checking into other programs.

**Budget Resolutions:**

* **Resolution to amend the 2023 budget**
* **Resolution to transfer funds**

**Audit Bills:**

**RESOLUTION TO PAY THE ONLINE BILLS**

**RESOLUTION NUMBER: 76-2024**

**INTRODUCED BY ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY TERESA CHEETHAM-PALEN**

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

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Ann Hough, Christopher Daly Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

**RESOLUTION TO AUDIT THE VOUCHERS THROUGH**

**RESOLUTION NUMBER: 77-2024**

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

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

Multi-Fund Vouchers numbered 2024-16 through2024-75 totaling $54,917.62 as follows:

General Fund Bills $30,751.58

Highway Fund Bills $18,831.70

Water District #1 $3,155.38

Water District #2 $1952.95

Public Library Fund $226.01

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Teresa Cheetham-Palen, Christopher Daly, Ann Hough, Joe Pete Wilson

**NAYS**: None

**Adjourn:**

**RESOLUTION TO ADJOURN**

**RESOLUTION NUMBER: 78-2024**

**INTRODUCED BY: JOE PETE WILSON WHO MOVED FOR ITS ADOPTION SECONDED BY ROBERT BIESEMEYER**

**RESOLVED** that the Town Board of Keene has completed all business and hereby adjourns the Regular Meeting at 7:03 P.M.

Duly adopted this 30th day of January 2024 by the following vote:

**AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Joe Pete Wilson, Teresa Cheetham-Palen

**NAYS**: None

Ann Whitney

Town Clerk

Town of Keene