

Regular Monthly Town of Keene Board Meeting
February 13th, 2024
5:30 P.M. Town Hall
Meeting # 4-24
Resolutions # 76-93

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, Ann Whitney Town Clerk

Town Counsel Present: Bryan Liam Kennelly, Esq

Members of the Public: Keith Hall, Carolyn Peterson, Charlotte Staats, Ann Sayers, Susan Lacy, Jackie B., Donald P.

Call to Meeting to Order at 5:30 by Joe Pete Wilson

Pledge of Allegiance

Approval of Minutes:

January 30th Bi-Monthly Town Board Meeting

RESOLUTION TO APPROVE THE JANUARY 30TH, 2024 BI-MONTHLY TOWN BOARD MEETING

RESOLUTION NUMBER: 76-2024

INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR ITS ADOPTION SECONDED BY ANN HOUGH

RESOLVED that the Town Board of Keene has approved the Bi-Monthly Town Board Meeting.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

February 1st Water Workshop

February 7th Capital Planning Workshop

RESOLUTION TO APPROVE THE FEBRUARY 1ST, 2024 WATER WORKSHOP MINUTES AND FEBRUARY 7TH CAPITAL PLANNING WORKSHOP MINUTES

RESOLUTION NUMBER: 77-2024

INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY

RESOLVED that the Town Board of Keene has approved the February 1st Water Workshop and February 7th Capital Planning Workshop Minutes.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

Privilege of the Floor:

Town Discussion of Old Business:

- **Hurricane Update**

Mr. Wilson wanted to update everyone on Hurricane Rd. This is a County Rd. We are working with Essex County to apply for a NY Culvert Grant. This is a priority for Essex County, we hope to have an answer in April about the grant. The County is already underway, the engineering bid went out this week.

- **APA Sponsored Adirondack Forum**

Mr. Wilson wanted to let the Board know about this, it is April 24th & 25th. If anyone wants to go let Tina know by the end of the week.

- **Climate Smart Communities Resolution & Pledge**

Ms. Staats asked if anyone had any questions with the program itself?

The two pieces we are looking at tonight are the two resolutions. The first one is the pledge, which has specific language, which is required to be part of the Towns resolution to be in the program.

The second resolution is to form a task force.

Mr. Biesemeyer mentioned maybe once the task force gets underway maybe we can look at geothermal for the Highway Garage.

Mr. Wilson said the Capital Plan is very focused on energy efficiency.

Ms. Staats said one of the first things we did was identify potential actions that could be taken that are related to the Strategic Plan.

**RESOLUTION FOR THE CLIMATE SMART COMMUNITY (CSC)
PLEDGE
RESOLUTION 78-2024
INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR
ITS ADOPTION SECONDED BY ANN HOUGH**

WHEREAS, the Town of Keene (hereinafter “local government”) believes that climate change poses a real and increasing threat to our local and global environments and is primarily due to the burning of fossil fuels; and

WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and

WHEREAS, Keene has already demonstrated its commitment to the environment through becoming a NYSERDA Clean Energy Community in 2018, promoting sound energy efficiencies and policies and earning a \$50,000 award which included placing solar panels on the Highway Department Building, and

WHEREAS, becoming a Climate Smart Community will make the town of Keene more competitive for certain state funding opportunities, and

WHEREAS, many of the points achieved through the Clean Energy Community process can be applied to the Climate Smart Community program, and

WHEREAS, a task force of community members with the assistance of ANCA has already been formed to do the work for achieving CSC status, and

WHEREAS, the task force believes that Keene has already achieved some CSC actions that could be ready for documentation, and

WHEREAS, the task force will also align actions where possible with the Keene Strategic Plan, and

WHEREAS, the action items are flexible and can be tailored to our community, and

WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

IT IS HEREBY RESOLVED that Town of Keene, in order to reduce greenhouse gas emissions and adapt to a changing climate, adopts the New York State Climate Smart Communities pledge, which comprises the following ten elements:

- 1) Build a climate-smart community.
- 2) Inventory emissions, set goals, and plan for climate action.
- 3) Decrease energy use.
- 4) Shift to clean, renewable energy.
- 5) Use climate-smart materials management.
- 6) Implement climate-smart land use.
- 7) Enhance community resilience to climate change.
- 8) Support a green innovation economy.
- 9) Inform and inspire the public.
- 10) Engage in an evolving process of climate action.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

**RESOLUTION TO APPOINT THE TASK FORCE FOR THE CLIMATE
SMART COMMUNITY
RESOLUTION 79-2024**

**INTRODUCED BY: ANN HOUGH WHO MOVED FOR ITS ADOPTION
SECONDED BY TERESA CHEETHAM-PALEN**

Be it resolved that the town of Keene board hereby names a task force and task force co-coordinators to direct the process of becoming a Climate Smart Community:

Core task force members:

Carolyn Peterson Community member
Charlotte Staats Adirondack Mountain Club Trails Manager
Jackie Bowen Adirondack Council
Ann Sayers community member
Monique Weston Community member
Don Pachner Community Member
Susan Lacy community member
Kathy Kernan Community member
Zarela Gulli Keene Central School Green Team
Ella Whitney Keene Central School Green Team
Mary Werner Keene Central School Green Team teacher advisor
Teresa Cheetham-Palen Town board member

And be it further resolved that the task force shall be co-chaired by Carolyn Peterson and Charlotte Staats.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

- **Water District Update**

Ms. Li said we need to approve the final water rates.

RESOLUTION TO ADOPT THE WATER RATES FOR 2024

RESOLUTION NUMBER: 80-2024

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

RESOLVED that the Town Board of Keene has adopted the water rates for 2024.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

Ms. Li explained there will be a flyer going out to all the residents in Keene and Keene Valley and for those without a mailing address in Keene or Keene Valley they will be posted on the website under the Water Department.

Ms. Li stated the generator in WD #2 needs repairs of \$2,488.01 in repairs.
Mr. Biesmeyer said there is not much we can do.

**RESOLUTION TO MAKE REPAIRS TO THE GENERATOR IN WD #2
FOR \$2,488.01**

RESOLUTION NUMBER: 81-2024

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

RESOLVED that the Town Board of Keene has approved repairs to the generator in WD #2 for \$2,488.01.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

**RESOLUTION TO PURCHASE A COMPUTER THROUGH THE
COUNTY FOR \$1,200 FOR THE WATER DEPARTMENT
RESOLUTION NUMBER: 82-2024**

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

RESOLVED that the Town Board of Keene has approved the purchase of a computer through the county for \$1,200 for the Water Department.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

Ms. Li said we now need to make a water law for each District.

Mr. Wilson explained we need to establish individual water laws for each District based on the current law.

**RESOLUTION TO ESTABLISH INDIVIDUAL WATER LAWS FOR EACH
WATER DISTRICT BASED ON THE CURRENT LAW.**

RESOLUTION NUMBER: 83-2024

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

RESOLVED that the Town Board of Keene has approved to establish individual water laws for each Water District based on the current water law.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

Ms. Li brought to the Boards attention that when she was looking into the 4 out of district parcels, she found 30 in district parcels that are being charged differently in Water District #1. I reached out to try to find out why and no one knows, this goes back to 2008.

**RESOLUTION TO CHARGE ALL IN DISTRICT USERS IN WATER
DISTRICT #1, USE THE SAME FORMULA FOR THEIR DEBT SERVICE**

RESOLUTION NUMBER: 84-2024

**INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS
ADOPTION SECONDED BY TERESA CHEETHAM-PALEN**

RESOLVED that the Town Board of Keene has approved to use the same formula for all In District Water #1 users, the formula is based on 100 % of their total assessment.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

- **Town Wide Capital Planning**

Mr. Wilson explained one item that came up in our discussion with the auditor on how we are selling dump tickets off site and cash control. I would like to resume our discussion to buy 2 vending machines to have at the Transfer Station and only have dump tickets sells to happen here for cash and at the Transfer Station.

Everyone agreed to allow Mr. Wilson to seek updating information on these.

- **Jack Rabbit Trail Parking Lot Easement**

Mr. Wilson said we are re-visiting the easement agreement on Alstead Hill. We voted to hold the easement on June 13th, it has been reviewed by our attorney, I will sign it and get it to Mr. Palen. DEC is waiting on this to get this project resumed.

- **Policy Update on Training Cost, 3 Year Prorated Payback if employee leaves**

Mr. Wilson explained the new policy we talked about in which the Town may pay for Commercial Driver's License training and eligibility is based on needs of the Town. Each case must,

- Be approved in advance by the Department Head and the Town Board
- Town would pay for the process but the employee would pay these fees back if they leave within three years. This would be prorated.

I am putting this out there, I want to have more discussion on this.

Ms. Cheetham-Palen asked is this just for CDL's?

Mr. Wilson said our initial discussion was just CDL's that's why I wrote it this way but maybe if we are going to give somebody a skill that's portable maybe we change this to training and licensing.

Ms. Cheetham-Palen said, in general if something is needed and we want to incentivize, we need to develop a policy.

Ms. Hough asked if we had a problem finding CDL drivers?

Mr. Whitney said not right now.

Mr. Daly said as we think about this, the policy is a case by case basis.

- **Youth Commission Update**

Ms. Hough attended their meeting and they are asking if they can use the Towns zoom?

Mr. Wilson said yes.

Ms. Hough said they are very happy with the updates that Aaron made to the website.

They asked if they could put on their summer application a spot asking for donations.

Mr. Wilson is waiting for clarification but feels we cannot ask for donation.

Ms. Hough stated Lilly Biesemeyer is great and working on a grant through a Killington program to get free skiing for anyone in the community at Whiteface.

New Business:

- **Thanks to Farmers Market Association**

Mr. Wilson wants to thank the Farmers Market for the donation they made in memory of Dmitry Feld.

- **Annual Audit of the Books**

Mr. Wilson went over the yearly audit for each department. I have left check sheets in your mailboxes that we need to use. I am planning to have the Officers ready for you at the next meeting, February 27th.

- **Conference Travel**

Mr. Wilson asked for permission to travel to New Hampshire for training in May, training is put on by the Northern Forest Center.

RESOLUTION TO APPROVE TRAVEL FOR MR. WILSON TO NEW HAMPSHIRE FOR A CONFERENCE PUT ON BY THE NORTHERN FOREST CENTER

RESOLUTION NUMBER: 85-2024

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

RESOLVED that the Town Board of Keene has approved travel to New Hampshire for Mr. Wilson to attend a conference put on by the Northern Forest Center.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

- **Eclipse Planning**

Mr. Wilson stated this is just an informational point, we are deep into planning for the eclipse on April 8th. This is what I have done so far; 4 porta potties, disabled parking will be at Holt house, I have 200 viewing glasses. I have spent \$1,200 for this.

Ms. Cheetham-Palen said we should tell people we have a limited supply of glasses and encourage them to get their own.

- **Resolution to go out for Bid for Sidewalks**

**RESOLUTION TO APPROVE GOING OUT FOR BID ON THE
SIDEWALK IMPROVEMENT**

RESOLUTION NUMBER: 86-2024

**INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED
FOR ITS ADOPTION SECONDED BY ANN HOUGH**

RESOLVED that the Town Board of Keene has approved to go out to bid
for the sidewalk improvements.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

- **Resolution Adopting Community Enhancement Funds**

**RESOLUTION ADOPTING THE COMMUNITY ENHANCEMENT
FUNDS DISTRIBUTION PLAN**

RESOLUTION NUMBER: 87-2024

**INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS
ADOPTION SECONDED BY TERESA CHEETHAM-PALEN**

RESOLVED that the Town Board of Keene has adopted the Community
Enhancement Funds Distribution Plan.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

- **NYSEG Bill Audit via Troy & Banks**

Mr. Wilson explained that Troy & Banks did an audit right before Covid of our past NYSEG bills and they found a few thousand dollars of overpayment. They take a percent of what they find but it cost us nothing because it is money we would have

never gotten without them. They have reach out, its time again to audit our past bills.

**RESOLUTION TO GIVE PERMISSION TO SIGN AN AGREEMENT
WITH TROY & BANKS TO AUDIT OUR NYSEG BILLS**

RESOLUTION NUMBER: 88-2024

**INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS
ADOPTION SECONDED BY TERESA CHEETHAM-PALEN**

RESOLVED that the Town Board of Keene give permission to Mr. Wilson to sign an agreement for Troy & Banks to audit our past NYSEG bills.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

Ms. Cheetham-Palen wanted to let everyone know we have started planning for the Community Day on July 6th this year. If anyone wants to help please join in.

Town Clerk Report

Ms. Whitney stated the warrant was satisfied for the Town, now I am working on payments to the County.

Ongoing Local Law Process:

- **Scheduling Public Hearing**

Mr. Wilson stated we are not scheduling the Public Hearing tonight, we have a workshop scheduled for Thursday February 15th at 5:30.

Executive Session:

**RESOLUTION TO ENTER EXECUTIVE SESSION FOR PERSONNEL
RESOLUTION NUMBER: 89-2024**

**INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR
ITS ADOPTION SECONDED BY ANN HOUGH**

RESOLVED that the Town Board of Keene entered into Executive Session at 6:47 P.M. for personnel,

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

RESOLUTION TO COME OUT OF EXECUTIVE SESSION WERE NO DECISIONS WERE MADE

RESOLUTION NUMBER: 90-2024

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

RESOLVED that the Town Board of Keene return from Executive Session at 7:11 P.M.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

Budget Resolutions: None

Supervisors Report: October, November, December 2023

Ms. Caner explained how she is going through the last 3 months of 2023 looking for the error in the Supervisor Reports. I am going through each item and marking the checks that have cleared. I have been working with Nichol Forbes from Wilmington, she has helped me with a lot. I am getting more comfortable with things. I want you to know I am working on things and I will be getting the supervisors report to you monthly.

Audit Bills:

RESOLUTION TO PAY THE ONLINE BILLS

RESOLUTION NUMBER: 91-2024

INTRODUCED BY ROBERT BIESEMAYER WHO MOVED FOR ITS ADOPTION SECONDED BY CHRISTOPHER DALY

RESOLVED that the Town Board pay the online bills.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

RESOLUTION TO AUDIT THE VOUCHERS 76 THROUGH 130,2024

RESOLUTION NUMBER: 92-2024

**INTRODUCED BY ROBERT BIESEMEYER 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 76 through 130,2024 totaling \$39,739.61 as
follows:

General Fund Bills \$27,226.15

Highway Fund Bills \$8,543.63

Water District #1 \$728.50

Water District #2 \$3,241.33

Duly adopted this 13TH day of February, 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: 93-2024**

**INTRODUCED BY: TERESA CHEETHAM-PALEN 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 7:23 P.M.

Duly adopted this 13th day of February 2024 by the following vote:

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

NAYS: None

Ann Whitney
Town Clerk
Town of Keene

Water Rates for 2024

Keene

Residential/Rental - \$625

Commerical - \$1250

High Traffic - \$1300

Extention - \$435

Fire Hydrants - \$79

Keene Valley

Residential/Rental - \$710

Commercial – \$1420

High Traffic - \$1685

Extension - \$408

Fire Hydrants - \$119

Debit Service - \$236
