Regular Monthly Town of Keene Board Meeting
July 9th, 2024
5:30 P.M. Town Hall
Meeting # 14-24
Resolutions #193-212

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

Absent:

Town Officials Present: Ann Whitney Town Clerk, Savana Li Water

Superintendent

Town Counsel Present: Bryan Liam Kennelly, Esq

Members of the Public: Bill Ferebee, Brendan Richardson, Glen VanWie, Carter

Rowley, Eric Dornbush

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

Pledge of Allegiance

Approval of Minutes:

RESOLUTION TO APPROVE THE JUNE 11TH, 2024 REGULAR MONTHLY TOWN BOARD MEETING MINUTES AND JUNE 24^{TH} , 2024 SPECIAL BOARD MINUTES

RESOLUTION NUMBER: 193-2024

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

RESOLVED that the Town Board of Keene has approved the Monthly and Special Town Board Meeting Minutes.

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

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

NAYS: None

Privilege of the Floor:

Guest presentation on composting by Blue Line

Mr. Carter Rowley introduced himself; Blue Line Composting has been operating for 4 yrs. He explained they are trying to come up with ways to offer to residence who do not have the space to do it their self or can't finical afford to hire us for pick up. Trying to figure out a free or subsidize drop off for residence. They are offering it to Transfer Stations who could then use the 35-gallon vessels, they would service them weekly, and they are \$12.50 each to swap out. Doing this would lower the garbage weight by 10%.

Mr. Wilson asked if we were allowed to charge for food waste, we are not allowed to charge for recycling.

Mr. Rowley said he read through all New York State Transfer Laws and there is nothing that says they can't, it is considered organic diversion.

Ms. Palen asked if we would need to do something for animal control.

Mr. Rowley has ways to manage that but they have never had issues.

Ms. Hough asked what they do with it.

Mr. Rowley stated they are registered with DEC composting facility. They processed about 200 tons of food waste last year, that all is sold.

Mr. Wilson would like to do a walk through with Carter and see what he thinks.

Town Operations

Town Clerk:

Ms. Whitney asked if anyone had any questions with her June monthly report, no questions.

• Highway Department:

Mr. Wilson has the design for the Hurricane Bridge. It is out to bid. The plan is to have it done by plow season.

• Water Department:

Mr. Kennelly stated he and Savana are working on the draft; the issue is private water wells. Their goal is to have this ready by August.

Ms. Li then explained she needs work on the generator in Keene Valley, Quote of \$3,046.99.

RESOLUTION TO MOVE FORWARD WITH REPAIRS TO THE GENERATOR IN KEENE VALLEY RESOLUTION NUMBER: 194-2024

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

RESOLVED that the Town Board of Keene has agreed to move forward with the repairs to the generator in Keene Valley, repairs will be \$3,046.99 provided by Kinsley Power Systems.

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

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

NAYS: None

Attachment #1-142024

Mr. Wilson has bad news; we were rejected for the third time from Northern Boarder Regional Grant.

Town Discussion of Old Business:

• Bid Review: Capital Projects

Mr. Wilson explained that the projects are moving along as you can see in the Town Hall by all the materials in here. The contractors asked if we wanting to go with metal vs shingles.

Ms. Hough said yes they are great.

Mr. Biesemeyer said he wouldn't, more tendency for leaks when put on an old building.

Mr. Daly agrees with Bob he would stay with asphalt shingles as well.

Mr. Wilson then asked if Bob received any bids from some of the contractors he was going to ask.

Mr. Biesemeyer said what we had was not a construction document.

Heated discussion went back and forth.

Ms. Hough suggest we have another set of eyes look at this.

Mr. Biesemeyer said we need engineered plans.

Mr. Daly stated we only got one bid. He thinks we approve the bid subject to engineered plans.

Mr. Daly made a motion get engineered plans, put them in front of this bidder, and ask him to modify this bid.

RESOLUTION TO APPROVE TRI-COUNTY CONTRACTING SERVICES, GET ENGINEERED PLANS HAVE BIDDER MODIFY BID RESOLUTION NUMBER: 195-2024 INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION SECONDED BY TERESA CHEETHAM-PALEN

Mr. Biesemeyer stated you cannot accept the bid without engineered plans. Mr. Kennelly said the issue on the specifications can't change, if you engineer it

there have to be similar specifications.

CHRISTOPHER DALY MOVES TO WITHDRAW HIS MOTION, RESOLUTION 195-2024, SECONDED BY TERESA CHEETHAM-PALEN RESOLVED that the Town Board of Keene has agreed to withdraw Resolution

195-2024.

Duly adopted this 9th day of July 2024 by the following vote: **AYES**: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson

NAYS: None

RESOLUTION TO COMMISSION ENGINEERED PLANS RESOLUTION NUMBER: 196-2024 INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION SECONDED BY ANN HOUGH

RESOLVED that the Town Board of Keene has agreed to commission engineered plans for the upcoming building located at the Transfer Station for Building and Grounds.

Duly adopted this 9th day of July 2024 by the following vote: **AYES**: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson

NAYS: None

• Review Farmers Market Agreement for use of Marcy Field

Mr. Wilson introduced the agreement, separate from the agreement was a map for parking. He asked if they had any questions.

Mr. Richardson was unclear of #3, you gave us the parking plan, this is not our plan that we submitted.

Mr. Wilson said this was what the board agreed to, this was not a plan this was the base map to show what the town was expecting.

Mr. Dornbush who has been a volunteer for 5yrs. The main point he wanted to make was that the new gravel parking lot cannot accommodate the customers of the Market. He took a video and counted 53 in gravel lot and 86 parked on the grass totaling 139 cars. He estimated approximately 20 additional spots left in gravel lot. The video was taken an hour after peak. Gravel lot is not enough. He stated the three lanes we used in the past worked.

Ms. Hough stated we had two huge events here and no one parked on the grass. People found places to park and they all came.

Mr. Biesemeyer does not feel parking on Rt 73 necessarily solves this.

Mr. Daly stated when things are as confusing as they are it is important to remember some basic principles, #1 when we constructed the parking lot at Marcy Field it was to remedy the damaged to Marcy Field, it was about preservation of a Town asset not a build to accommodate the Farmers Markets parking needs. #2 I am not convinced it is the Town obligation to solve the Markets parking issue. #3 The Town provides use of the field and the way the draft agreement has been prepared it is on the Market to manage the parking with in the designated areas that are on the exhibit.

Mr. Wilsons intent with the map was that we would lay out where you can park and the market would developed a plan how they would manage safety.

Mr. VanWie went through the history of the Market starting in 1986, Keene invited the Market in 1996. The Market grew from 16 vendors to 110 vendors in 2017. Covid hit and dropped to 50, now capped at 80. He stated they cannot work in these parameters given, they need parking for 230 cars.

Mr. Wilson asked how big can we handle and protect the grass, how do we balance it.

Mr. Richerdson stated the gravel lot does work most weeks but maybe parking on the oval when needed.

RESOLUTION TO ENTER EXECUTIVE SESSION FOR LEGAL ADVICE ON OUR AGREEMENT

RESOLUTION NUMBER: 197-2024

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

RESOLVED that the Town Board of Keene entered into Executive Session at 6:51 P.M.,

Duly adopted this 9th day of July 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 RESOLUTION NUMBER: 198-2024 INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION SECONDED BY ANN HOUGH

RESOLVED that the Town Board of Keene return from Executive Session at 7:20 P.M.

Duly adopted this 9th day of July 2024 by the following vote: **AYES**: Christopher Daly, Ann Hough, Teresa Cheetham-Palen, Robert Biesemeyer, Joe PeteWilson

NAYS: None

Mr. Wilson stated with the map that outlines where parking is aloud we will move the blue line to the inside of the oval.

RESOLUTION TO APPROVE ADJUSTING THE PARKING MAP RESOLUTION NUMBER: 199-2024 INTRODUCED BY: ANN HOUGH MOVED FOR ITS ADOPTION SECONDED BY TERESA CHEETHAM-PALEN

RESOLVED that the Town Board of Keene approve to move the blue line on the map to the inside of the oval for additional parking.

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

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

NAYS: None

Mr. Wilson said the agreement, we need to hold off until we check with our insurance with the changes made.

• Audit Report from OSC

Mr. Wilson stated we accepted the report; they have come back with their critique of our response.

Mr. Daly stated we are working on an RFP with description of what we want then we will publish it.

Mr. Ferebee asked for privilege of the floor. He asked, out of the 24 paragraphs the Adirondack Enterprise wrote, he asked where this came from, paragraph 4 that the previous audit covered in Jan 2009 that the Keene Government had 23 active bank accounts and some of which were opened without Town Supervisor, Bill Ferebee knowledge. He asked if that was a quote from the auditor or was that first paragraph form someone in this office.

Mr. Wilson said that was a direct quote from the 2009 Audit, he read that audit to prepare for this audit.

Mr. Ferebee has a follow up, "we did not have 23 accounts, it was misleading. Then to say bank accounts were opened without my knowledge it never happened, it was not through this office, I want that in the minutes".

Mr. Ferebee also wanted to state all monies were accounted for.

Mr. Wilson wanted to add one positive piece was the feedback on the Town Clerks accounting, it was flawless.

Policy Manual Revision: Holiday Pay Schedule

Mr. Wilson asked to edit section 701 Holidays

RESOLUTION TO AMEND EMPLOYEE HANDBOOK SECTION 700 RESOLUTION NUMBER: 200-2024 INTRODUCED BY: ROBERT BIESEMEYER MOVED FOR ITS ADOPTION SECONDED BY ANN HOUGH

RESOLVED that the Town Board of Keene amend the employee handbook section 700, 701 Holidays, strike employees from Transfer Station Employees.

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

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

NAYES: None

RESOLUTION TO AMEND EMPLOYEE HANDBOOK SECTION 700 RESOLUTION NUMBER: 201-2024

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

RESOLVED that the Town Board of Keene amend the employee handbook section 700, 701 Holidays, strike the first sentence in the **Assigned to Work on a Holiday**, remove unless an employee's regular schedule includes weekends and certain holidays (i.e. Transfer Station employees).

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

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

NAYS: None

• Return Court Clerk to Hourly Up to 20 hours per week

RESOLUTION TO RETURN THE COURT CLERK BACK TO HOURLY

RESOLUTION NUMBER: 202-2024

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

RESOLVED that the Town Board of Keene return the court clerk back to hourly from salary, up to 20 hours a week.

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

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

NAYS: None

New Business:

• Ausable River Association Project Funding Request

Mr. Wilson stated the Ausable River Association asked for \$10,000 to help unlock the grant for a much larger amount.

Ms. Cheetham-Palen asked for more information.

RESOLUTION TO TABLE THIS FUNDING REQUEST FROM AUSABLE RIVER ASSOCIATION UNTIL AUGUST 13TH MEETING RESOLUTION NUMBER: 203-2024

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

RESOLVED that the Town Board of Keene will table the Ausable Rivers
Request until they come in August 13th, 2024
Duly adopted this 9th day of July 2024 by the following vote:
AYES: Robert Biesemeyer, Christopher Daly, Ann Hough, Teresa
Cheetham-Palen, Joe Pete Wilson
NAYS: None

• Road Permit Request

RESOLUTION TO APPROVE ROAD PERMIT FOR TEAM PLACID PLANET INC FOR SUNDAY AUGUST 18TH, 2024 RESOLUTION NUMBER: 204-2024

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

RESOLVED that the Town Board of Keene approve the road permit for Team Placid Planet Inc. for August 18th, 2024 11:00a.m. to 3:00 p.m. Duly adopted this 9th day of July 2024 by the following vote: **AYES**: Robert Biesemeyer, Christopher Daly, Ann Hough, Teresa Cheetham-Palen, Joe Pete Wilson

NAYS: None

• Youth Commission Pay Increase:

Mr. Wilson stated there was a Youth Commission Meeting last night and they are asking for a pay increase of \$1.00 an hour and \$1,000 for the Director.

RESOLUTION TO APPROVE PAY INCREASE FOR THE YOUTH COMMISSION SUMMER PROGRAM STAFF RESOLUTION NUMBER: 205-2024 INTRODUCED BY: ANN HOUGH MOVED FOR ITS ADOPTION SECONDED BY TERESA CHEETHAM-PALEN

Ms. Hough stated this only came up because it was the only complaint from the staff the first week.

RESOLVED that the Town Board of Keene approve the pay increases as stated, Counselor to \$17, Lifeguard \$19 and Director to \$10,000 a season Duly adopted this 9th day of July 2024 by the following vote:

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

NAYS: None

Mr. Wilson then wanted to acknowledge all the hard work Lilly Biesemeyer did apply for a grant, which was awarded for \$15,000 for the Youth Commission Program.

Ms. Palen asked to have this next item to be put in the minutes. Presentation July 16, 2024 at 6:00p.m., Town Hall, Both Meadow Trail development in Keene.

**Attachment #2-142024*

Ms. Palen also wanted to say that the Community Day was a big success and it would not have happened without the volunteers. She wanted to thank everyone for his or her help. Also, thank AMR for all they provide.

Ongoing Local Law Process: None

Budget Resolutions:

• Resolution to transfer funds:

RESOLUTION TO TRANSFER FUNDS WITHIN THE GENERAL FUND RESOLUTION NUMBER: 206 -2024

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

RESOLVED that the Town Board of Keene accept the following

transfers:

Within the General Fund:

N/A

Within the Highway Fund:

N/A

Within the Library Fund:

N/A

Within the SW#1:

\$1453.44 out of 8320.4 Source Power Pump E EQ \$1453.44 into 8320.04 Source Power Pump C CE Within the SW#2:

N/A

Duly adopted this 9th day of July 2024 by the following vote: **AYES**: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson **NAYS**: None

• Resolution to Amend 2024 Budget:

RESOLUTION TO AMEND THE 2024 BUDGET RESOLUTION NUMBER: 207-2024 INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR ITS ADOPTION, SECONDED BY CHRISTOPHER DALY

RESOLVED that the following budget amendments be approved:

GENERAL FUND

Resolution to increase line #1620.4 Buildings CE by \$250,000.00 to be transferred from

909.01 Fund Balance for building repairs.

Duly adopted this 9th day of July 2024 by the following vote: **AYES**: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson

NAYS: None

RESOLUTION TO AMEND THE 2024 BUDGET RESOLUTION NUMBER: 208-2024 INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH

RESOLVED that the following budget amendments be approved

HIGHWAY FUND

Resolution to increase line #51104.03.004 Machinery CE General Repairs CE by

\$60,000.00 to be transferred from 909.03 Fund Balance for repairs.

Resolution to increase line #51304.03.004 by \$104,769.30 to be transferred from 909.03

Fund Balance for the purchase of a 2024 Ram Dump truck stock #R345.

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

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

NAYS: None

RESOLUTION TO AMEND THE 2024 BUDGET RESOLUTION NUMBER: 209-2024 INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR ITS ADOPTION, SECONDED BY CHRISTOPHER DALY

RESOLVED that the following budget amendments be approved

LIBRARY FUND

Resolution to increase line 7410.04.06.04 Library CE by \$5,000.00 to be transferred from

230.06 Special Reserves. We have used the budgeted amount.

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

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

NAYS: None

Supervisors Report:

Mr. Wilson has provided the Supervisor draft reports, if anyone had any questions. In addition, Operating Statement is available.

Mr. Wilson also said the AFR has been submitted.

Mr. Biesemeyer had to leave at 8:00 p.m.

Audit Bills:

RESOLUTION TO PAY THE ONLINE BILLS RESOLUTION NUMBER: 210-2024

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

RESOLVED that the Town Board approve to pay the online bills. Duly adopted this 9TH day of July 2024 by the following vote:

AYES: Teresa Cheetham-Palen, Ann Hough, Christopher Daly, Joe Pete Wilson NAYS: None

RESOLUTION TO AUDIT THE VOUCHERS 464 THROUGH 553, 2024

RESOLUTION NUMBER: 211-2024

INTRODUCED BY TERESA CHEETHAM-PALEN 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 464 through 553,2024 totaling \$253,923.56 as follows:

General Fund Bills \$106,768.16 Highway Fund Bills \$138,086.23 Water District #1 \$1,654.06 Water District #2 \$7,415.11

Duly adopted this 9TH day of July 2024 by the following vote: **AYES**: Teresa Cheetham-Palen, Ann Hough, Christopher Daly, Joe Pete Wilson **NAYS**: None

Adjourn:

RESOLUTION TO ADJOURN RESOLUTION NUMBER: 212-2024

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

RESOLVED that the Town Board of Keene has completed all business and hereby adjourns the Regular Meeting at 8:02 P.M.,

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

AYES: Christopher Daly, Ann Hough, Teresa Cheetham-Palen, Joe Pete Wilson NAYS: None

Ann Whitney

Town Clerk Town of Keene



14 Connecticut South Drive

East Granby, CT 06026 Tel. 860.844.6100

Quotation #: 240626-0175 Quote date: June 27, 2024

AHachment #

Quotation valid until: July 27, 2024

Fax. 0		Prepared by:				
Bill To: TOWN OF KEENE *PW* ATTN: ACCTS PAYABLE KEENE, NY 010620 5185764444 EXT 0000		Equipment Location: TOWN OF KEENE WATER DIST #2 12 INTERBROOK WAY KEENE VALLEY, NY 12943 5185764444 Ext. 0000		Payment Terms:		
				Net 10		
Generator:		THE STATE OF	VIII A			
Manufacturer:	KOHLER	Serial Number:	2297210			
Model Number:	20REOZJC					
Automatic Tran	sfer Switch:					
Manufacturer:	KOHLER	Serial Number:	K2289459			
Model Number:	RDT-CFNA-0200A					
		Description of Pro	noond Work			
Lead	time for parts procurement	move and replace fuel I is approximately 10 day			approve	d.
				OUNT LESS TAX:		3,046.99
Signature:						
Print Name:						
Date:	PO Number:					
Customer Comr	ments:					

Kinsley Power Systems

The Kinsley Group is a top energy solutions supplier with a 50-year legacy of sales, rental and service of quality energy systems. Our commercial businesses include Kinsley Power Systems, a top distributor of KOHLER® generators for over 45 years and Kinsley Energy Systems, representing prime movers for co-generation, biomass and landfill applications.

If you have questions about...

Scheduling: Amanda H.

518,292,6660

This Quote: Amanda H.

518.292,6660

Service Contract: Tony L.

518.698.1004

Return signed quotes to:

Email: Approvals@KinsleyPower.com or Fax: 860.844.6136

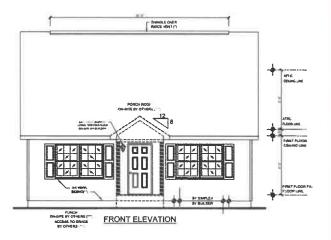
Please note: Pricing does not include any applicable taxes.

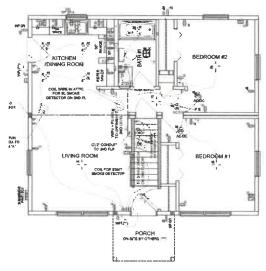
This is a good faith estimate of repairs. All dollar amounts quoted are accurate as of 6/27/2024 and expire on 7/27/2024. All parts lead times are approximate as of 6/27/2024 and are an estimate provided by the vendor/manufacturer and are subject to change without notice. No parts will be ordered and no work will be scheduled until a signed copy of this quote is received by Kinsley Power Systems. Any concealed damage or additional work found necessary will be estimated separately.

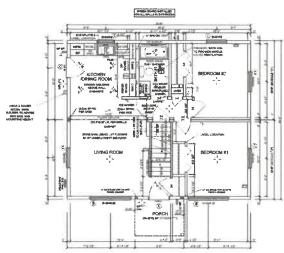
Kinsley Power Systems is committed to being the leader in our industry. We constantly strive to offer customers with service above and beyond their expectations. We welcome your feedback and if you have any questions or concerns about the quote please call or email. Thank you for your business!

Attachment #2-142024

Find a home of your own!







Learn more about the new **Both Meadow Trail** development in Keene.

DATE: Tuesday, July 16, 2024

TIME: 6 p.m.

PLACE: Keene Town Hall 10892 NYS Route 9N Keene, NY

Representatives from Adirondack Roots will share more about this new, four-unit development for moderate-income families. Come get details about how to apply.



Homes and Community Renewal









ADIRONDACK ROOTS

BETTER HOUSING. STRONGER COMMUNITIES.

adirondackroots.org