Regular Monthly Town of Keene Board Meeting

December 10th, 2024

5:30 P.M. Town Hall

Meeting # 22-24

Resolutions #323-335

**Board Members Present**: Joe-Pete Wilson Supervisor, Robert Biesemeyer (5:42), Christopher Daly, Ann Hough, Council Members

**Absent**: Teresa Cheetham-Palen

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

**Town Counsel Present:**

**Members of the Public**: Glen Van Wie

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

**Pledge of Allegiance:**

**Approval of Minutes:**

**RESOLUTION TO APPROVE THE NOVEMBER 26TH, 2024 BI-MONTHLY MEETING MINUTES**

**RESOLUTION NUMBER: 323-2024**

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

**RESOLVED** that the Town Board of Keene has approved the November 26th, 2024 Bi-Monthly Meeting Minutes.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

**Privilege of the Floor:**

**Town Operations**

* **Town Clerk**:

Ms. Whitney ask if anyone had any questions with her monthly reports.

Ms. Whitney then asked for a date to set the Organizational Meeting.

**RESOLUTION TO SET THE DATE FOR THE ORGANIZATIONAL MEETING**

**RESOLUTION NUMBER: 324-2024**

**INTRODUCED BY: JOE PETE WILSON WHO MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH**

**RESOLVED** that the Town Board of Keene has set the date of January 2nd 2025 5:30 P.M. for the Organizational Meeting.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

* **Highway Department**:

Mr. Whitney said things have been going smooth, nothing to report.

* **Water Department**:

Ms. Li stated that the billing structure and rates are all set**.**

**RESOLUTION TO APPROVE THE WATER BILLING STRUCTURE, CATEGORIES AND RATES FOR 2025**

**RESOLUTION NUMBER: 325-2024**

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

**RESOLVED** that the Town Board of Keene has approved the water billing structer, categories, and rates for 2025.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

**RESOLUTION TO APPROVE THE ANTICIPATED WATER LISTS FOR 2025**

**RESOLUTION NUMBER: 326-2024**

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

**RESOLVED** that the Town Board of Keene has approved the anticipated water lists for Water District #1 and Water District #2 for 2025.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

Ms. Li stated that the water lists will be available for the public to view by appointment with her**.**

Ms. Li added that the Fire Districts are ok with changing the timing of the contracts; they will now go January to December.

Mr. Wlison explained that things are moving along with WD#2 well project. We are working with Community Resources and the first pieces is :

**RESOLUTION TO AUTHORIZE THE TOWN OF KEENE TO GO OUT FOR REQUEST FOR QUALIFICATIONS FROM ENGINEERING FIRMS**

**RESOLUTION NUMBER: 327-2024**

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

**Discussion:** Mr. Wilson explained this is the first step in the well project.

**RESOLVED** that the Town Board of Keene has authorized the Town of Keene to request qualifications from engineering firms.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

Mr. Biesemeyer arrived 5:42 P.M**.**

**Town Discussion of Old Business:**

* **Farmers Market Agreement**

Mr. Wilson explained to the Board that we did get the contract for 2024 back on December 5th, 2024. He had concerns that the Market made changes after the season had ended. The 2025 agreement will be in place before the Market starts.

Mr. Van Wie asked to address #9, they need 72 hour notice of cancelling or changes made to their market. He stated they were made to move the Market and they should not have to do that.

Mr. Wilson stated he called Brendon and said to cancel the Market due to flooding. Brendon and several others kept calling and demanding the Market take place so he said the only place it could happen was to move it to the black top or hard service.

Mr. Van Wie stated it is their Market and it should not have been moved.

Mr. Daly stated this is in example of why the agreement needs to be more then it is now. We cannot be bound by a 72 hour notice about a weather event or dangerous condition. The example that was discussed was flooding and it would have caused substantial damage to our property.

Mr. Van Wie stated they will not let the Market get any bigger, also cracking down on insurance, making sure they all have insurance. They are hoping to get a good parking attendant again this year.

Mr. Wilson asked to not use the oval for parking, only for those with mobility issues.

Mr. Biesemeyer stated we will get the contract to you in January and then you can get it back to us prior to the starting of the market.

**New Business:**

Mr. Wilson wants to ask Liam to work on how we get our Code Officer the power to write citations.

He also wants to have Liam look into having a Parking Enforcement Officer who can issue parking tickets.

Ms. Hough asked if we could call DEC.

Mr. Wilson stated they won’t come. We are lacking that one tool, enforcement. He just wants Liam to gather information on what we would need to do to be able to do this.

**Local Law Process:**

* **Draft Leash Law Discussion**

Mr. Wilson explained Liam has provided the Comprehensive Dog Control Law, updated with the changes we had discussed.

Mr. Daly stated we would like to keep the 2001 Law, we would repeal the 1998 and 2010 Law.

**RESOLUTION TO SET PUBLIC HEARING FOR LOCAL LAW 1 OF 2025**

**RESOLUTION NUMBER: 328-2024**

**INTRODUCED BY: JOE PETE WILSON WHO MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH**

**RESOLVED** that the Town Board of Keene set Public Hearing for Local Law 1 of 2025 on January 14th, 2025 at 5:15 P.M. at the Town Hall.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

**Budget Resolutions:**

* **Resolution to Transfer Funds:**

**RESOLUTION FOR A BLANKET RESOLUTION TO TRANSFER WITHIN EACH FUND FOR END OF YEAR ACCOUNT BALANCE**

**RESOLUTION NUMBER: 329-2024**

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

**RESOLVED** that the Town Board of Keene approve a blanket resolution to transfer within each fund for end of year account balance.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

**RESOLUTION TO TRANSFER FUNDS**

**RESOLUTION 330-2024**

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

**RESOLVED** that the Town Board of Keene approve the following transfers:

**Within the General Fund**:

$0.16 out of 1990.4 Contingency Account CE

$0.16 into 1010.01 Town Board PS

$37.67 out of 1990.4 Contingency Account CE

$37.67 into 1220.1Deputy Supervisor PS

$300.00 out of 1220.2 Supervisor EQ

$300.00 into 1220.4 Supervisor CE

$200.00 out of 1355.2 Assessors EQ

$200.00 into 1355.4 Assessors CE

$841.01 out of 1990.4 Contingency Account CE

$841.01 into 1430.4 Personnel CE

$1,050.00 out of 1680.4 Data Processing CE

$1,050.00 into 1680.4 Data Processing CE Computer

$107.46 out of 1990.4 Contingency Account CE

$107.46 into 7150.01 Recreation Facility PS

**Within the Highway Fund**:

N/A

**Within the Library Fund**:

N/A

**Within the SW#1**:

$4,000.00 out of 8320.4 Source Power Pump C

$4,000.00 into 8320.1 Source Pump P

$9.53 out of 1990.4 Contingency Account CE

$9.53 into 9055.8 Disability Insurance

**Within the SW#2**:

$39.95 out of 1990.4 Contingency Account CE

$39.95 into 9055.8 Disability Insurance

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

* **Resolution to amend the 2024 budget:**

**RESOLUTION TO AMEND THE 2024 BUDGET**

**RESOLUTION NUMBER: 331-2024**

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

**RESOLVED** that the Town Board of Keene approve the following transfers:

**GENERAL FUND**

Resolution to increase line #7110.4 Parks CE by $20,000.00 to be

transferred from 909.01 Fund Balance.

Resolution to increase line #9010.8 State Retirement by $5,875.29 to be

transferred from 909.01 Fund Balance.

**HIGHWAY FUND**

N/A

**LIBRARY FUND**

N/A

**WATER DISTRICT #1**

N/A

**WATER District #2**

Resolution to increase line #9010.8 State Retirement by $4,324.00 to be

transferred from 909.01 Fund Balance.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

**Supervisors Report:**

**RESOLUTION TO ACCEPT JANUARY THROUGH NOVEMBER 2024 SUPERVISOR REPORTS**

**RESOLUTION NUMBER: 332-2024**

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

**RESOLVED** that the Town Board of Keene accept the Supervisors Reports, January through November 2024.

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

**Audit Bills:**

**RESOLUTION TO PAY THE ONLINE BILLS**

**RESOLUTION NUMBER: 333-2024**

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

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

Duly adopted this 10TH day of December 2024 by the following vote:

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

**NAYS**: None

**RESOLUTION TO AUDIT THE VOUCHERS**

**950 THROUGH 978, 2024**

**RESOLUTION NUMBER: 334-2024**

**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 950 through 978, 2024 totaling $171,326.92 as follows:

General Fund Bills $108,625.39

Highway Fund Bills $55,837.21

Library $79.02

Water District #1 $2,289.14

Water District #2 $4,496.16

Duly adopted this 10TH day of December 2024 by the following vote:

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

**NAYS**: None

**ABSTAINED:** Robert Biesemeyer

Mr. Daly asked Joe Pete how things were coming with the time clocks.

Mr. Wilson stated he would welcome some help figuring it out.

**Adjourn:**

**RESOLUTION TO ADJOURN**

**RESOLUTION NUMBER: 335-2024**

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

**RESOLVED** that the Town Board of Keene has completed all business and hereby adjourns the Regular Meeting at 6:47 P.M.,

Duly adopted this 10th day of December 2024 by the following vote:

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

**NAYS**: None

Ann Whitney

Town Clerk

Town of Keene