

Town of Keene – Regular Town Board Meeting Minutes UNAPPROVED

April 14, 2026 #7

5:30 PM - Town Hall

Vouchers: 302-337

Resolutions: 104-124

Abstract #8

Board Members Present:

Joe Pete Wilson (Supervisor); Christopher Daly; Teresa Cheetham-Palen; Ann Hough

Absent: Robert Biesemeyer

Town Officials Present

Robyn Shumer (Town Clerk); Ryan Hall (Highway Superintendent); Savana Li (Water Superintendent)

Call to Order

Supervisor Wilson called the meeting to order at 5:30 PM.

Pledge of Allegiance

Recited.

Approval of Minutes

Motion made by Ann Hough seconded by Christopher Daly to approve the March 31, 2026 minutes.

Vote: All in favor – Motion carried

Privilege of the Floor

No speakers.

Town Clerk Business

Cemetery Request

Request was received and reviewed for burial of Katherine Victoria House in Norton Cemetery. Ms. House has long-standing connections to Keene.

Motion made by Joe Pete Wilson, seconded by Ann Hough to approve cemetery placement.

Vote: All in favor – Motion carried

Cemetery Sign Donation

Jerry Smith (Sexton) secured a donor for a marble sign at the cemetery entrance. Planning board will review placement.

- 5' x 5' marble sign
- Installed prior to Memorial Day (timeline permitting)
- Minimal Town cost (site prep only)

Motion: Ann Hough / Christopher Daly to approve installation.

Vote: All in favor – Motion carried

Highway Department Update

Sand bids reviewed.

- Recommendation: Peru Sand & Gravel LLC
- Estimated cost: ~\$54,000

Motion made by Christopher Daly seconded by Teresa Cheetham-Palen to approve.

Vote: All in favor – Motion carried

Water System Updates

A technical issue with the billing program impacted the water bills (primarily Keene Valley).

- Some bills undercharged (~\$10-\$100)
- Cause: software error
- Plan:
 - Recalculate affected bills
 - Issue corrected billing
 - Send explanatory letter to residents

Residents expressed interest in moving to quarterly billing for easier payment management.

Upcoming Events:

- Keene Water District Open House – April 16 @ 5:30 PM
 - Keene Valley Open House – April 17 @ 5:30 PM
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Old Business

None discussed.

New Business

Thank you note received from KCS for yearbook sponsorship

Strategic Planning

Board discussed need to revisit the Town Strategic Plan:

- Review 2021 priorities
- Evaluate progress

- Apply Stop / Start / Continue framework
- Form a steering committee with members of various boards + community representation

DEC Visitor Use Management Plan

The DEC released the *Visitor Use Management Pilot Project and Monitoring Plan*.

- Supervisor Wilson proposed forming a committee
- Committee will review and prepare a Town response

Community Enhancement Fund Requests

- KCS (After School Program): \$9,000
- Keene Diversity Advisory Committee (KDAC): \$3,000
 - Accessibility improvements at Marcy Field and water access
 - Discussion on funding eligibility (operating vs. capital)
 - Additional grant opportunity: Ms. Palen has a May deadline to submit a grant to Cloudsplitter documenting investment from the town.

KYC Grant

Keene Youth Commission received a \$5,000 grant for night skiing at Pisgah.

- Not used due to weather
- Request to carry forward to next year
- **Motion** made by Ann Hough seconded by Teresa Cheetham-Palen.
- **Vote:** All in favor- Motion carried

Motion made by Teresa Cheetham-Palen seconded by Christopher Daly to approve KDAC funding

Vote: All in favor – Motion carried (this grant received expedited review so that Ms. Palen can submit the Cloudsplitter grant).

Additional requests (to be voted on at next meeting):

- Little Peaks – \$10,000
- Borealas – \$800
- KVLA – \$1000 (summer reading program)
- East Branch Friends of the Arts – \$1,000
- Our Story Bridge – \$1,000

Travel Request

Training request for Tina and Cindy (NYS Finance & Personnel School, up to \$1,000)

Motion made by Christopher Daly seconded by Teresa Cheetham-Palen

Vote: All in favor – Motion carried

Annual Financial Report

Reviewed

Motion made by Ann Hough seconded by Teresa Cheetham-Palen

Vote: All in favor – Motion carried

Financial Actions *

- **General Fund Approval: motion** made by Chris Daly seconded by Ann Hough.
 - **Vote:** All in favor- Motion carried
 - **Online Bill Pay Resolution: motion** made by Chris Daly seconded by Ann Hough.
 - **Vote:** All in favor- Motion carried
 - **Audit & Payment of Monthly Invoices:**
 - Approved pending corrections to:
 - Voucher 302 (department confirmation)
 - Voucher 330 (\$1 discrepancy)
 - **Motion** made by Chris Daly seconded by Ann Hough.
 - **Vote:** All in favor-Motion carried.
 - Supervisor’s March report deferred to 4/28 meeting
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Executive Session

Motion made by Ann Hough seconded by Christopher Daly to enter Executive Session (Section 542 – legal)

Vote: All in favor

Return from Executive Session: 5:58 PM

No decisions made

Adjournment

Motion made by Ann Hough seconded by Christopher Daly to adjourn at 6:32 PM

Vote: All in favor – Meeting adjourned

Respectfully Submitted

Robyn Shumer
Town Clerk, Town of Keene

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Town of Keene
Abstract of Claims

April 14, 2026
Town Board Meeting

Abstract #8 ,2026

Voucher #'s 302-337
Res. No. 104-124

Department	Prepaid Vouchers	Unpaid Vouchers	Total
General	\$0.00	\$14,424.20	\$14,424.20
Highway	\$0.00	\$13,305.24	\$13,305.24
Library	\$0.00	\$1,580.00	\$1,580.00
Water District #1	\$0.00	\$1,350.88	\$1,350.88
Water District #2	\$0.00	\$423.70	\$423.70
Roost Enhancement Tax	\$0.00	\$0.00	\$0.00
HRA	\$0.00	\$0.00	\$0.00
Total:	\$0.00	\$31,084.02	\$31,084.02

To the Supervisor,

I certify that the vouchers listed above were audited by the Keene Town Board on February 10, 2026 and allowed in the amounts shown.

You are hereby authorized and directed to pay the claimant the amount opposite his name.

Robyn Shumer, Town Clerk

4.13.2026

Date