



Town Board

Regular Meeting

November 14, 2023

The Town Board of the Town of Chester convened at the Town of Chester Municipal Center, 6307 State Route 9, Chestertown, New York, at 7:00 pm.

Roll Call:

Supervisor Craig Leggett – Present
Councilperson Chris Aiken - Present
Councilperson Karen DuRose – Present
Councilperson Mike Packer – Present
Councilperson Larry Turcotte – Present
Deputy Supervisor Marion Eagan – Absent
Town Clerk, Mindy Conway – Present
Attorney for the Town, Mark Schachner – Present

Regular Meeting:

Supervisor Leggett **opened** the Regular Town Board Meeting at 7:00 pm with the Pledge of Allegiance led by Councilperson Packer.

Committee Reports:

Supervisor Leggett **opened** Committee Reports at 7:01 pm.

The Town Clerk reported the following documents were emailed or given to all Board Members:

- Abstract No. 11
- Town Board Minutes for the Regular Meeting October 10, 2023 and Special Meeting November 9, 2023
- Zoning Administrator's Activity Report for October 2023
- Planning Board Minutes for October 16, 2023
- Zoning Board of Appeals Minutes for October 24, 2023
- Assessors Report for November 2023
- Town Clerk Monthly Report for October 2023
- Animal Control Report for October 2023
- Town Court Report dated November 1, 2023
- Youth Commission Report for October 2023
- Communications Report for November 2023
- Chester History Today for Fall 2023

Town Board Reports:

Councilperson Aiken reported that he attended the three (3) meetings for CSEA negotiations, a forum at Gore Mountain, the Veteran's Day celebration, and had multiple conversations with townspeople.

Councilperson Packer said that he attended all the town board meetings and checked on the cemetery to make sure that it is squared away. The new section is starting to fill up.

Councilperson DuRose attended the Adirondack Historical Alliance Program, had various calls about walkers inside the municipal center and budget items. She had the most calls about the purchase of the Priory. She met with Joe Brand Jr. from the bottle redemption center who would like to put the past behind us and start being able to work with the Town again taking care of the bottles. She attended the Veteran's Day Celebration and also talked with Assemblyman, Matt Simpson about revamping Schoon Manor.

Councilperson Turcotte reported that he attended the previously mentioned meetings and hearings, took a lot of calls on the Priory purchase, calls about beaver dams, and reviewed some of the contracts for this month.

Supervisor's Report:

High Water

October 08, 2023



A lot of rain at Gamble's Beach, still above flood level where the pump house is.

Walked the Priory Property

October 12, 2023



Walked around the Priory. This is what the main building looks like.



Found property corners and trails

October 12, 2023

There is a great lookout over Chestertown Farms from the property line and there is still an existing trail that goes to Palmer Pond. It goes from Friends Lake Inn through the Priory property, across the Chestertown Farms property on to State Land and to Palmer Pond. We have always been looking for an alternate avenue to get to Palmers Pond instead of everyone going up Palmer Pond Road. Which has created a lot of traffic and there are kids on that road.

The Women on Main Festival was a great success with the Dancing Witches. A big shout out to Linsey Mead Persons and Courtney Greco for having their two (2) shops down on the corner, which is really adding to the vitality of the Town. We have a full Main Street and is almost all women businesses.

Women on Main Festival. Lindsey and Courtney have made the corner come alive.

October 13, 2023



Going over
Highway Garage
Plans with AEDA

October 17, 2023



Met to go over the highway garage plans with Jim Abdallah from AEDA along with Jason Monroe, Highway Superintendent and Parks & Rec Forman, Brett Hitchcock. They are proceeding now with more detailed drawings. We are still working on the sighting of the building.

Schroon Lake Park District Association held a meeting at the Town Hall. The three (3) commissioners are pictured; one (1) from Chester, one (1) from Schroon, and one (1) from Horicon. The big issue they deal with is the level of the lake and what it does to docks.

Met with the SLPD
Commissioners for
their annual meeting.

October 17, 2023



Fixing a supply line
break on Landon
Hill, Pottersville



On the Pottersville end of Landon Hill Road they had a supply line break out by the Smiths.

Took a tour of Chestertown Farms with Deputy Supervisor Eagan and Chester Broman. Quite a beautiful piece of property.



Took a tour of
Chestertown Farms with
owner. Magnificent
establishment

October 18, 2023

Completed Hudson
Hollow Road
washout repair

October 19, 2023



The Highway Department repaired Hudson Hollow Road that was washed out during the last storm.

Town of Chester highlighted
in HHHN publication

October 19, 2023



The Upstream Foundation gave \$7,500 to the Town to renovate the spaces for the childcare center.

Youth Commission
Girls Basketball has
started

October 19, 2023



Youth Commission basketball has started with the girls. It is great that we have a facility for all of our sports teams to use.

This year the Association of Towns and Villages and the Common Ground Alliance split the responsibilities of putting on this annual forum about issues facing the Adirondacks.

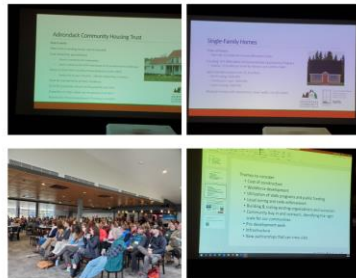
Moderated a session about invasive species, their threats and solutions for the AATV and CGA.

September 20, 2023



Facilitated discussion on housing issues and solutions at the CGA Forum at Gore Mtn.

October 20, 2023



Councilman Aiken was in attendance and participated in this housing breakout session.

The other stairs were always closed in the winter and came out at an odd angle. This helps with access onto and off the deck.

Parks and Rec built new stairs and railings at Dynamite

October 20, 2023



Attended the Tax Sale at the County. Only one property from Chester.

October 21, 2023



The sale was crowded. Only one from Chester up in Pottersville and it was the one that we cleaned up.

Participated in the Haunted House at Forest Lake with Councilman Aiken. Gary and Carol Confer did an awesome job!

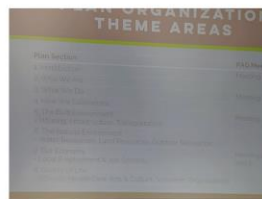
October 21, 2023



Councilman Aiken was there as a mummy, and he was there as Dracula. Great turnout.

Was appointed to be on the Warren County Comprehensive Plan Public Advisory Group

October 24, 2023



He spearheaded the Warren County Comprehensive plan effort, and they secured \$200,000 in funding to be able to look at the whole County comprehensively to then help guide the Board of Supervisors in making decisions for funds and projects.

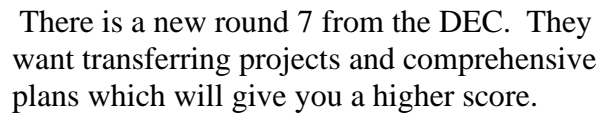
He is helping to bring a voice to State lands. Moxam Mountain will now have trail access from Route 28N.

October 26, 2023

Was appointed to be on the Region 5 Open Space Conservation Plan Advisory Committee



October 25, 2023



October 27, 2023



There is a regular Friday morning North County Broadband Alliance call with people from across the Adirondacks. Looking at how to overcome some of the obstacles to getting broadband

October 27, 2023

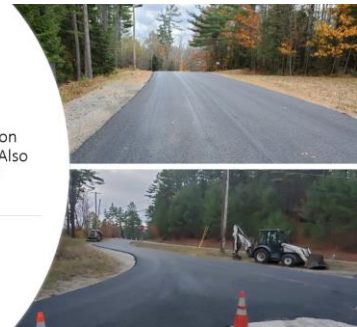


to all the parts in the Adirondacks. NYS DOT charges to put lines along their roads and they require the provider to be able to pay for surveys and increase in pole heights. All these things are required for the make ready roll outs. Warren County is 95% covered for broadband so it puts us low on the list of getting money, because there are other counties throughout the State that have less coverage overall.

We paved Priory Road. The trucks were breaking through when fully loaded. This was an extra amount. They also did the top part of Hardscrabble because Minerva redid their water district, we started at the County line. Byrnes road they did culvert work.

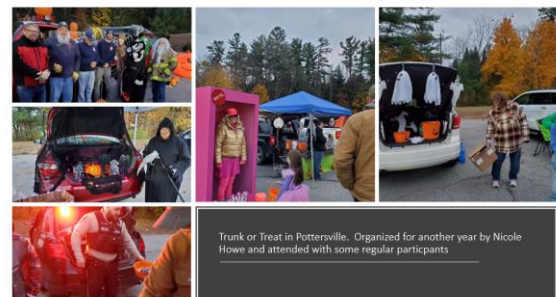
Extra paving projects were completed before the season ended. Priory Road here. Also did Hardscrabble Road and Byrnes Road

October 25, 2023



This is the streetlight that SLPD said they needed for insurance purposes and Councilman Packer advocated to get the light setup.

Nicole Howe organized another Trunk-or-Treat. Good turnout.





Stump and Brush pile ground up to make room for the new Highway Garage

November 1, 2023

Brett Hitchcock called in the folks that are on contract with Warren County for grinding. This is in preparation for the new highway garage.

Watermain valve replacements. Two in front of the bank and one at Dynamite in front on the pumphouse. These valves did not work so you could not turn the water off down Main Street without turning off the whole town to do work.

New water main valves installed at the Bank and at Dynamite Hill

November 2, 2023



New Parks and Rec pickup and plow arrived

November 3, 2023



Has a new plow and was a planned expense. It came in in the same year we ordered it.

Beavers are active everywhere

• November 5, 2023



The beavers are still active. We may try beaver deceivers to try to save money.

Agriculture in Chester

We have a variety of agricultural producers through the Town who keep our landscape open and working.



He was impressed with the agricultural producers throughout town. Igerna has always been the center of agriculture for the town.

November comes along with snow, and you can see that the State gets out and does brining. Everyone is moving towards brining. It is a labor saver and equipment saver. The Town should be going towards brining in the near future.



NYS DOT Brining Rt 9

November 8, 2023

Veterans Day Ceremony. Thank you Veterans!

November 11, 2023



There was a nice little ceremony here. Thank you to Chris and Karen for attending.

The Housing Study is Completed.

November 14, 2023

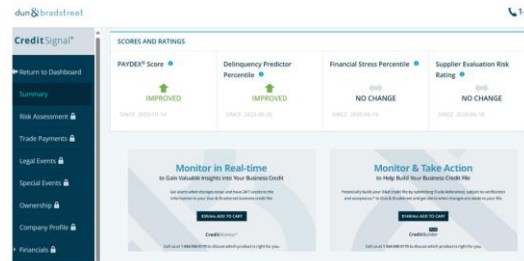
A HOUSING NEEDS STUDY AND MARKET DEMAND ANALYSIS OF:

WARREN COUNTY, NEW YORK

Report Date: October 2, 2023
Research Period/Effective Date: January 2023 – May 2023

Prepared for:
Warren County Board of Supervisors
1340 State Route 9
Lake George, NY 12845

Today he went down to the County, and they unveiled the Housing Study. They have some good recommendations.



This shows are financial position of the Town.

Small Tales Has received their license from NYS



Small Tales has received their license from NYS. This is the sign that appears outside their door.

Supervisor Leggett said they have increased their fund balance, and they received the sales tax for October. We budget our 2024 budget for sales tax off of the last complete year, 2022 numbers. We get more money from sales tax than we do for tax levy.

Privilege of the Floor:

Supervisor Leggett opened Privilege of the Floor at 7:35 pm.

Supervisor Leggett asked if anyone from the public wished to speak, anyone from online.

Old Business:

Supervisor Leggett opened Old Business at 7:36 pm.

Minutes:

RESOLUTION NO. 159 OF 2023: ACCEPT THE MINUTES FROM THE OCTOBER 10, 2023 REGULAR TOWN BOARD MEETING

RESOLVED, to accept the minutes from the October 10, 2023 Regular Town Board Meeting as presented.

On a motion by Councilperson DuRose, seconded by Councilperson Aiken, Resolution No. 159 of 2023 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 160 OF 2023: ACCEPT THE MINUTES FROM THE NOVEMBER 9, 2023 PRELIMINARY BUDGET SPECIAL MEETING

RESOLVED, to accept the minutes from the November 9, 2023 Preliminary Budget Special Meeting as presented.

On a motion by Councilperson Turcotte, seconded by Councilperson Packer, Resolution No. 160 of 2023 was **ADOPTED**.

AYE 4 NO 0
Councilperson DuRose - Abstain

Highway Garage:

Supervisor Leggett said that the Town received one letter of interest for Clerk of the Works. Supervisor Leggett said he would follow up with the individual and report back.

Grant Updates:

Supervisor Leggett said there were no updates on the following grants:

- Loon Lake Dam Grant and Rehabilitation Project
- Chestertown Water District Grant Application
- Environmental Protection Fund Grant Program for Parks, Recreation and Historic Preservation CFA (Consolidated Funding Application) Application #129230

Municipal Center:

Supervisor Leggett covered Small Tales during his Supervisor's Report.

2024 Budget:

Supervisor Leggett commented that the preliminary budget public hearing was attended by one person who spoke about EMS services.

Supervisor Leggett discussed changes to the Preliminary Budget that he would like to see accepted called "Continuity of Operations Plan".

Councilperson DuRose asked how many hours a week the Bookkeeper would be working after the first of the year? Supervisor Leggett said that he does not want to speak to soon, but she might not be keeping any hours.

Councilperson DuRose said that the Assessor Clerk will be increased from twenty (20) to twenty-four (24) hours due to the reval and asked if that may even require more hours? Our Assessor is going to be splitting his time between here and Warrensburg, should we increase the Clerk's hours in case he becomes over stretched. Supervisor Leggett commented that he is a professional and he is sure he will be able to handle it. Councilperson DuRose asked if twenty-four (24) hours is the best we could do in the Assessor's Office for the Clerk? Supervisor Leggett said that he thinks that is all that is needed at this point.

Councilperson DuRose asked about a grant writer. We don't actually have a grant writer, but we have had one that has done a very good job and a purchasing agent. Where would they be headed? Supervisor Leggett said that they were held within the Confidential Secretary at the time, and he does not expect that person to be the Confidential Secretary from here on out and the Board and the new Supervisor will have to figure that one out. He said that that individual has a lot of knowledge, and he thinks it would behoove the Town to be able to have them around long enough to tap into that knowledge. He would like that individual who is currently his Confidential Secretary right now to also become the Zoning Enforcement Officer. They have been doing quite well helping the Zoning Administrator there. The individual who we have in

there as a Zoning Assistant does not have the time or interest to do zoning enforcement. Also, the Zoning Office is a one man office, there is one other person in there one day a week and then there are four (4) other days of the week where it is only that one individual and have another individual in there the other four (4) days a week, 16 hours altogether, that could cover the phones, move along the process on things, and take care of a lot of these other zoning issues that come up.

Councilperson Turcotte asked how many hours the Confidential Secretary is slotted for right now? Supervisor Leggett replied twenty (20) and when he came into office the Confidential Secretary was also the bookkeeper.

Councilperson DuRose asked where grant writer and purchasing agent could go, is there a title it could go under? Supervisor Leggett commented that it could be brought back into the bookkeeper's office. He was talking to the Assistant Bookkeeper and part of that proposal is to increase her hours to 32 hours and she has experience.

Councilperson DuRose asked if this was a good time to pass the preliminary Budget the way it is and then in six (6) or eight (8) weeks Supervisor Leggett and the next Supervisor work this out. Supervisor Leggett said that he recommends that the Board move forward with this plan.

Councilperson Packer is not in favor of the changes. Supervisor Leggett asked if there was any particular reason. Councilperson Packer replied that Supervisor Leggett only has 45 days left so he is knocking his salary down. Supervisor Leggett commented that it is exactly what it is today after eight (8) years. Marion is getting cut down and the Assistant Bookkeeper is getting \$7,500. Supervisor Leggett said the Assistant Bookkeeper's increased is due to increased hours and experience. Councilperson Packer commented that she has been here a year and does a good job, but he thinks it is too much. Supervisor Leggett said that he did a study of all the Account Clerk's in Warren County and the salary that he is putting in for her is right in line with the County level. He would hate to lose a good worker. Councilperson Turcotte asked how many hours Carrie Jo is proposed to be next year? Supervisor Leggett said up to 32 hours.

Councilperson Packer commented that he is not in favor of the changes.

Councilperson DuRose said that she would like to stick with the original preliminary budget and she; is Deb going to stick with us, is the guy going to stay in the Zoning Office and wait this out for the four (4) or six (6) weeks. Will a certain individual accept another position as grant writer or whatever? Supervisor Leggett commented that there is still \$19,250 for a Confidential Secretary to the Supervisor and there is enough in there if you need to cover an in-house grant write. On our larger grants we usually farm that out, the easier smaller grants are usually done in-house to save us money.

Supervisor Leggett said that we know a transition is coming, why would we wait to do it in the beginning of January, because that can interrupt the critical services that we provide for the Town. This is why he called the proposed changes "Continuity of Operations Plan". He has spoken to all of these individual and they are all onboard and we could start off January 1st and this Town would not miss a beat.

Councilperson Aiken is not sure how this transition is going to go, but to keep continuity with what we have right now for the past eight (8) years, if that is what this means than he is for continuity, there is going to be enough transition going on to break that continuity to break that continuity to potentially lose some of these key people. That would not be good for the Town or the taxpayer in his opinion.

Supervisor Leggett asked if there was any further discussion.

RESOLUTION NO. 161 OF 2023: ACCEPT CHANGES TO THE PRELIMINARY BUDGET AS PRESENTED

WHEREAS, the Budget Officer has presented minor modifications to be made to the Preliminary Budget that do not make any change in the amount of tax levy or the tax rate;
BE IT RESOLVED, the Board accepts the following changes to the Preliminary Budget as presented.

CONTINUITY OF OPERATIONS PLAN

Preliminary Budget Revision 11/14/2023		Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2021	Actual FY 2022	Budget FY 2023	Prelim 2024	Final 2024	Proposed \$ Change
DECREASES										
Personal Services: Supervisor	A1220.1	\$35,559	\$36,450	\$37,452	\$38,482	\$41,600	\$42,640	\$43,919	\$42,639	-\$1,280
Personal Services: Budget Officer	A1340.1	\$1,668	\$1,710	\$1,757	\$1,805	\$1,872	\$1,900	\$5,000	\$1,900	-\$3,100
Personal Services: Deputy	A1220.12	\$165	\$100	\$150	\$160	\$850	\$1,000	\$1,050	\$600	-\$450
Personal Services: Confidential Sec.	A1220.14	\$15,912	\$17,509	\$19,740	\$19,752	\$24,382	\$26,000	\$26,780	\$19,250	-\$7,530
Personal Services: Zoning Asst	A8010.111						\$21,500	\$20,000	\$9,000	-\$11,000
Total								\$96,749	\$73,389	-\$23,360
INCREASES										
Personal Services: Assessor Clerk	A1355.11	\$15,912	\$17,106	\$19,414	\$19,752	\$21,390	\$26,000	\$26,780	\$31,200	\$4,420
Personal Services: Asst Bookkeeper	A1220.13	\$422	\$28	\$0	\$62	\$8,076	\$18,000	\$30,000	\$37,500	\$7,500
Personal Services: Z Administrator	A8010.1	\$28,145	\$38,234	\$39,312	\$40,067	\$48,838	\$52,000	\$53,600	\$54,600	\$1,000
Personal Services: Zoning Enforcement	A8010.1111	\$14,132	\$12,452	\$13,043	\$786	\$9,969	\$0	\$0	\$22,360	\$22,360
Total								\$53,600	\$76,960	\$23,360
TOTAL NET CHANGE IN FINAL BUDGET								\$150,349	\$150,349	\$0

LOON LAKE PARK DISTRICT BUDGET 2024

Preliminary Budget Revision 11/14/2023		Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2021	Actual FY 2022	Budget FY 2023	Prelim 2024	Final 2024	Proposed \$ Change
DECREASES										
Unappropriated Fund Balance								\$0	\$7,000	\$7,000
INCREASES										
Contractual: Milfoil Abatement	SP7110.4	\$84,392	\$79,130	\$60,820	\$63,572	\$64,537	\$73,200	\$77,000	\$84,000	\$7,000

On a motion by Councilperson Aiken, seconded by Councilperson Turcotte, Resolution No. 161 of 2023 was **ADOPTED**.

Councilperson Turcotte	AYE
Councilperson Aiken	AYE
Supervisor Legget	AYE
Councilperson DuRose	NO
Councilperson Packer	NO

RESOLUTION NO. 162 OF 2023: ADOPT THE PRELIMINARY BUDGET AS THE 2024 FINAL BUDGET

WHEREAS, a Public Hearing on the Preliminary Budget was held November 9, 2023 at 7 pm, and

WHEREAS, after the Public Hearing, certain minor modifications have been made that do not make any change in the amount of tax levy nor tax rate to the adopted Preliminary Budget, and those changes have been presented to the Town Board at the November 14, 2023 regular Town

Board meeting and were accepted in Resolution No. 161 of 2023 and will be incorporated into the Final Budget,

BE IT RESOLVED, the Town Board adopts the Preliminary Budget as 2024 Final Budget with the minor modifications presented by the Budget Officer.

On a motion by Councilperson Turcotte, seconded by Councilperson Aiken, Resolution No. 162 of 2023 was **ADOPTED**.

Councilperson Turcotte	AYE
Councilperson Aiken	AYE
Supervisor Leggett	AYE
Councilperson DuRose	NO
Councilperson Packer	NO

225th Anniversary of the Town:

Supervisor Leggett said there were no updates at this time.

Alternate energy supply vendors:

Supervisor Leggett got a new quote from Constellation and from a month ago the rates have improved.

Supervisor Leggett will bring this back next month.

Councilperson Aiken met people at the Gore Mountain Forum who are a hydroelectric supplier, and he would like to go out and find some information on their hydro green energy program for next month.

Hardwood Pellet Bids:

Supervisor Leggett said that no bids were received.

Fuel Bids:

Supervisor Leggett said the Town received one bid.

RESOLUTION NO. 163 OF 2023: ACCEPT BID FOR FUEL OIL, KEROSENE AND DIESEL FOR 2024

WHEREAS, the Town Board has received one bid for fuel from Buckman's Family Fuel for a markup of 25¢ per gallon for fuel oil, kerosene and diesel, markup of 20¢ per gallon for fuel oil for the Town Hall only and agree to have a qualified service person available for emergency service upon a two-hour notice,

BE IT RESOLVED, the Town Board accepts the Fuel Bid from Buckman's Family Fuel for the 2024 heating season.

On a motion by councilperson DuRose, seconded by Councilperson Packer, Resolution No. 163 of 2023 was **ADOPTED**.

AYE 5 NO 0

BTi Bids:

Supervisor Leggett said the Town received one bid. The current vendor has been doing it for forty (40) years.

Councilperson Aiken asked when the last time was she asked for an increase. Supervisor Leggett said last year.

RESOLUTION NO. 164 OF 2023: ACCEPT BID FOR BLACK FLY CONTROL FOR 2024

WHEREAS, the Town Board has received one bid for BTi Black Fly Control from Bioconservation, Inc. for an amount of \$18,948;

BE IT RESOLVED, the Town Board accepts the bid from Bioconservation, Inc. to provide black fly control services for 2024 for the amount of \$18,948 and hereby authorizes the Supervisor to sign the contract when in a form acceptable to the Attorney for the Town.

On a motion by Councilperson Aiken, seconded by Councilperson DuRose, Resolution No. 164 of 2023 was **ADOPTED**.

AYE 5 NO 0

Property Maintenance Local Law:

Councilperson Turcotte asked the Attorney for the Town if his firm has ever come up with a set of guidelines on implementing the use of this so when you get into a situation please do A, B, C in order to make this more defensible if and when we get to court. Mark Schachner said that they have never been asked to come up with guidelines, they have offered advice. The Law itself gives a decent amount of direction.

RESOLUTION NO. 165 OF 2023: SCHEDULING PUBLIC HEARING ON PROPOSED LOCAL LAW NO. 7 OF 2023 TO REPEAL AND REPLACE LOCAL LAW 1 OF 2019 ENTITLED "A LOCAL LAW TO ESTABLISH PROPERTY MAINTENANCE LOCAL LAW"

WHEREAS, the Chester Town Board wishes to consider adoption of Local Law No. 7 of 2023 which would repeal and replace Local Law 1 of 2019 entitled "A Local Law to Establish Property Maintenance Local Law"; and

WHEREAS, the Municipal Home Rule Law requires the Town Board to hold a Public Hearing prior to the adoption of this Local Law;

NOW, THEREFORE, BE IT

RESOLVED, that the Chester Town Board shall meet and hold a Public Hearing at the Chester Town Hall, 6307 State Route 9, Chestertown, New York at 7:00 p.m. on December 12, 2023, to consider proposed Local Law No. 7 of 2023, which would repeal and replace Local Law 1 of 2019 entitled "A Local Law to Establish Property Maintenance Local Law", and at that time may take any other actions authorized by law concerning the proposed Local Law; and

BE IT FURTHER,

RESOLVED, that the Town Board authorizes and directs the Chester Town Clerk to publish and post a Notice of Public Hearing concerning the proposed Local Law in the manner provided by law.

On a motion by Councilperson Turcotte, seconded by Councilperson Packer, Resolution No. 165 of 2023 was **ADOPTED**.

AYE 5 NO 0

88 Riverside Drive:

Supervisor Leggett said that the New York Environmental Protection and Spill Compensation Fund has offered to do the remedial efforts on 88 Riverside Drive. We have done the environmental assessments phase 1 and phase 2 so we pretty much know the level of

contamination that is in there. We have been negotiating with the DEC for over five (5) years and they have said they would help us out. We need to take down the building as part of their agreement.

Mark Schachner thinks this is a positive step and they have tried to make sure that the Town is as protected as possible.

Councilperson DuRose thanked Marion for doing this. Supervisor Leggett said it is due to relationships and channels of communication.

RESOLUTION NO. 166 OF 2023: APPROVE AGREEMENT WITH OIL SPILL FUND FOR CLEANUP OF 88 RIVERSIDE DRIVE

WHEREAS, the New York Environmental Protection and Spill Compensation Fund and the Town of Chester desire to enter into an agreement setting forth conditions and responsibilities of both parties to clean up ground contamination at 88 Riverside Drive, Chestertown, NY, and

WHEREAS, one condition of the agreement is that the Town take title to 88 Riverside Drive for the agreement to be effective, and

WHEREAS, the owner of 88 Riverside Drive has provided a letter gifting the property to the Town,

BE IT RESOLVED, the Town Board authorizes the Supervisor to sign an agreement with the New York Environmental Protection and Spill Compensation Fund when in a form acceptable to the Attorney for the Town, and

BE IT FURTHER RESOLVED, the Town Board authorizes the Supervisor to enter into an agreement with the current owners of 88 Riverside Drive, Chestertown, NY in order to effectuate the transfer of title to the Town of Chester and to execute all necessary documents, including title work and issuance of title insurance, when in a form acceptable to the Attorney for the Town, and

BE IT FURTHER RESOLVED, the Town Board authorizes the Supervisor to take all actions necessary to carry out the demolition of the building(s) on 88 Riverside Drive and clean up all above-ground waste, as per conditions set forth in the agreement with the New York Environmental Protection and Spill Compensation Fund.

On a motion by Councilperson DuRose, seconded by Councilperson Packer, Resolution No. 166 of 2023 was **ADOPTED**.

AYE 5 NO 0

Occupancy Tax:

Supervisor Leggett commented that the Chamber will be making a video promoting all the businesses in Town.

RESOLUTION NO. 167 of 2023: APPROVE THE OCCUPANCY TAX FUND REQUEST IN THE AMOUNT OF \$1,500 FOR WOMEN OWENED BUSINESS MONTH AND \$1,500 FOR THE TRI-LAKES COMMUNITY ALLIANCE BRANT LAKE WINTERFEST

WHEREAS, October is Women in Business Month, and the North Warren Chamber of Commerce has submitted a request for \$1,500; and

WHEREAS, the Tri-Lakes Community Alliance has submitted a request for \$1,500for the Brant Lake Winterfest;

BE IT RESOLVED, the Town Board approves the Occupancy Tax Fund request in the amount of \$1,500.00 for Women in Business Month, October 2023, and

BE IT FURETHER RESOLVED, the Town Board approves the Occupancy Tax Fund request in of \$1,500 for the Tri-Lakes Community Alliance Brant Lake Winterfest on February 17, 2024.

On a motion by Councilperson Turcotte, seconded by Councilperson Aiken, Resolution No. 167 of 2023 was **ADOPTED**.

AYE 5 NO 0

Intersection of Church Street and State Route 9:

Supervisor Leggett said that a citizen in Town has noted the difficulty coming out of Church Street and being able to turn left or right. Supervisor Leggett asked Rene Redmond to come up to speak.

Rene Redmond said that this came up when she attended by Zoom a meeting in August where there was a Local Law that was brought up to report to the Town Clerk any obstacles, basically report anything that is dangerous. So that is what she did and that was because she was done complaining about and wants to do something about it. She was on her way home and was turning onto Church Street from the Main Road, there were vehicles up to the white line, there is no crosswalk, but there is a white line. There were vehicles on either side of Church Street as well as on their side of Main Street on the corner. She was trying to turn on to the road and couldn't see if there is a vehicle coming so as she is waiting to see if there is a vehicle coming see was almost rearended. It is very dangerous; you can't see if anyone is coming out of Church Street onto Main Street. The visibility is also obstructed by the porch of the Bullhouse whether there are vehicles on the road or not. We need to consider the safety of the people who come to our Town.

Rene Redmond is not sure if she received an answer on whether this applies to Local Law No. 5 of 2023. Supervisor Leggett said which is the report of defects and said that he replied to Rene Redmond saying that Route 9 is a State Route and Church Street is a County Route, and he does believe that our Local Law applies to Town Roads and having to do with insurance, but Rene Redmond is in the right place, and we can look for solutions. Pine Street has a lot that Main Street owners can use for staff. It is not going to work well for everyone. The other spot that we are looking at to relive parking is across the street at the Rising House.

Supervisor Leggett believes that the Town has the authority to create no parking zones. Mark Schachner said that you would need to involve the County and or State depending on the road.

Councilperson Turcotte asked if the Town could write a letter to DPW Superintendent and the local State Engineer and see if they have any solutions.

Rene Redmond said that maybe they should make the sidewalks where the fire hydrants are.

Supervisor Leggett commented that there is no handicap parking downtown. One of the solutions may be marking the corner spots for handicap accessible. Rene Redmond thinks it is a band aid and no matter what business is in Town parking is going to be an issue, whether Church Street becomes a one-way street, is that an option or maybe a Twon trolley. We have people who want to succeed in this Town, and we have a parking issue.

Rene Redmond pulled minutes from 10 years ago where is said in order for something to change something dire has to happen when it comes to State roads and County roads. Supervisor Leggett said that was at Valley Farm Road.

Jenna Monroe said that there is a power pole on the opposite side of the road, maybe a mirror could be placed on the pole.

Councilperson Aiken said this is a great start, but the Rising House would be the ultimate solution.

Supervisor Leggett said that everyone needs to think about the potential uses for 88 Riverside Drive. One idea is parking, because another hazard is Riverside Drive on Saturday evenings around 6 pm and Sunday mornings. Riverside Drive is one lane. The church needs more off-street parking. Maybe the church would want to change lots. We already have an agreement with the church to plow snow onto their lot for later removal.

Supervisor Leggett said they would continue the discussion and thanked Rene Redmond for bringing it up.

Municipal Center:

Supervisor Leggett said there will be a Community Thanksgiving November 19th sponsored by the American Legion, the Rotary and the PTO and it will be held here in the auditorium.

Supervisor Leggett said that with an increase in the use of the municipal center we are in need of an evening cleaner. He is also talking to the YMCA about expanding to 5 days a week and possibly a few evenings. We need to make sure the building is locked up.

Councilperson DuRose said she received two (2) calls about evening walking. They used to walk in the school through a contract with the Town. Mindy Conway asked if she had reached out to the school. Councilperson DuRose said that she had not. Supervisor Leggett asked how many nights it would be. Councilperson DuRose said Monday through Thursday. Supervisor Leggett asked about Tuesday and Thursday. Councilperson DuRose said that would help. Supervisor Leggett said that the more we use the building the better.

Supervisor Leggett asked the Attorney for the Town if walkers would need to sign a release. Mark Schachner said that it is not a requirement, it is up to the Board as a matter of policy.

Supervisor Leggett said they would continue to work on it.

Water Billing Software Upgrade:

The Town Clerk said that this will allow the water billing to work with the remote water meters that we currently have. The company does not support the old version that we are currently using.

Supervisor Leggett said the County is running into the same problems.

Councilperson Turcotte asked about the laptop for the water. The Town Clerk said that the software for the billing is too old to work with the remote readers.

Councilperson Aiken asked if there was a term for the contract. The Attorney for the Town said that this is a purchase order and there is no term, and you are going on good faith that the vendor has performed well in the past.

Councilperson DuRose asked if this was coming out of the water districts and not the Town Clerk's budget. Supervisor Leggett said that it should come out of the water districts. The Town Clerk said one quarter would come out of Pottersville, one quarter out of Town Clerk and half from Chestertown and that would be out of this year's budget.

RESOLUTION NO. 168 OF 2023: AUTHORIZE THE SUPERVISOR TO SIGN PURCHASE ORDER WITH EDMUNDS GOVTECH TO UPGRADE WATER BILLING SOFTWARE FOR \$14,300

WHEREAS, the current water billing software is no longer being supported by Edmunds GovTech;

BE IT RESOLVED, the Town authorizes the Supervisor to sign the purchase order with Edmunds GovTech for new water billing software in the amount of \$14,300.

On a motion by Councilperson DuRose, seconded by Councilperson Packer, Resolution No. 168 of 2023 was **ADOPTED**.

AYE 5 NO 0

Schedule of Appointments and Rate of Pay:

RESOLUTION NO. 169 OF 2023: AMEND SCHEDULE OF APPOINTMENTS AND RATE OF PAY FOR ASST BOOKKEEPER

WHEREAS, the Town Board accepted a Schedule of Appointments and Rate of Pay for various positions at their January 2023 Organizational meeting and

WHEREAS, the Backup Bookkeeper (aka Account Clerk or Assistant Bookkeeper) completed one year of employment with the Town in October 2023 and has completed an OSC (Office of the State Comptroller) Government Accounting Course and gone through intensive on-the-job training with stellar results,

BE IT RESOLVED, the Town Board amends the 2023 Schedule of Appointments and Rate of Pay for the Backup Bookkeeper (aka Account Clerk or Assistant Bookkeeper) to be \$21.50 per hour for the pay period starting November 13, 2023.

On a motion by Councilperson Aiken, seconded by Councilperson DuRose, Resolution No. 169 of 2023 was **ADOPTED**.

AYE 5 NO 0

Annual Contracts:

RESOLUTION NO. 170 OF 2023: SET TUESDAY, DECEMBER 12, 2023 AT 7:00 PM FOR A PUBLIC HEARING FOR ANNUAL CONTRACTS

WHEREAS, the Town Board is required to hold a public hearing regarding annual contracts with North Warren EMS and Riverside Volunteer Fire Company,

BE IT RESOLVED, the Town Board sets a public hearing date for Tuesday, December 12, 2023 at 7:00 pm regarding annual contracts.

On a motion by Councilperson Packer, seconded by Councilperson Turcotte, Resolution No. 170 of 2023 was **ADOPTED**.

AYE 5 NO 0

Abstract and Budget:

RESOLUTION NO. 171 OF 2023: ACCEPT ABSTRACT OF AUDITED VOUCHERS AND AUTHORIZES BUDGET AMENDMENTS AND AUTHORIZES PAYMENT

WHEREAS, the vouchers for Abstract No. 11 of 2023 have been reviewed by the Town Board, and

WHEREAS, the Supervisor and the Assistant Bookkeeper have presented the following 2023 budget amendments,

BE IT RESOLVED, the Town Board authorizes the 2023 budget amendments, accepts Abstract of Audited Vouchers, and authorizes payment as presented.

November 2023 Budget Amendments

		A FUND		
From		To		
A599	\$130,775.14	1330.4	Tax Collection - Contractual	\$2,006.56
		1355.4	Assessment - Contractual	\$6,456.41
		1410.4	Town Clerk - Contractual	\$359.77
		1460.4	Records Mngmnt - Contractual	\$63.28
		1480.4	Website Public Info - Contractual	\$37.32
		1620.2	Town Hall - Cap Outlay/Construc	\$18,821.59
		1660.4	Central Storeroom - Contractual	\$124.35
		1670.4	Central Print&Mail - Contractual	\$827.69
		1910.4	Unallocated Insurance	\$888.65
		3120.41	Police - Contract Lake Constable	\$1,114.98
		4020.1	Registrar of Vital Statist	\$40.00
		5010.4	Highway admin - Contractual	\$104.40
		5132.21	Garage - Capital Outlay	\$13,882.70
		6410.41	Publicity - Tourism Promotion	\$517.40
		6772.4	Programs for the Aging - Bus Trans	\$109.99
		7110.1	Parks - Personnel Services	\$3,436.14
		7110.12	Parks - Boat Wash	\$430.41
		7110.2	Parks - Equipment	\$2,919.92
		7140.1	Community Rec - Dyn Hill Pers	\$411.52
		7140.11	Community Rec - Beach Pers	\$390.19
		7140.2	Community Rec - Dyn Hill Equipment	\$3,157.72
		7140.4	Community Rec - Dyn Hill Contractual	\$1,439.21
		7140.41	Community Rec - Beach Contractual	\$2,346.90

		7140.44	Community Rec - Chester Challenge	\$86.81
		7310.4	Youth Programs - Recreation Contractual	\$3,760.90
		8010.11	Zoning - Clerk (Rec Secr) Pers Serv	\$50.00
		8010.4	Zoning - Contractual	\$3,775.51
		8010.41	Zoning - Legal+Engrg:Zoning	\$1,582.00
		8010.43	Zoning - Legal Ads	\$55.35
		8010.44	Zoning - ZBA Town Board as Local Board	\$43.00
		8020.11	Planning - Pers Serv Sec/Clerk	\$260.00
		8020.44	Planning - Legal Ads	\$139.70
		8160.4	Refuse & Garbage - Contractual	\$51,817.75
		8810.1	Cemeteries - Personnel Services	\$9,045.04
		8810.4	Cemeteries - Contractual	\$271.98
		Total A Fund		\$130,775.14
		DA Fund		
From		To		
DA599	\$72,791.20	5010.4	Street Admin - CDL Drug Testing	\$106.00
		5110.4	General Repairs - Contractual	\$12,628.28
		5112.2	Capital Improvement - Perm Improve Highw	\$56,556.76
		5680.4	Misc Transport - Removal of Beaver	\$3,500.16
		Total DA Fund		\$72,791.20
		L Fund		
From		To		
		7410.429	Library - Youth Programs	\$265.00
		7410.431A	Library - Telephone	\$27.38
		Total L Fund		\$292.38
		SP Fund		
From		To		
SP7110.1	\$9,096.04	7110.4	Park - Milfoil Abatement	\$9,096.04
		7110.41	Park - Contractual	\$34.25
		Total SP Fund		\$9,130.29
		SW1 Fund		
From		To		
SW1-8320.2	\$7,654.85	8340.1	Distribution - Personnel Serv Extra Help	\$2,460.00
		8340.21	Distribution - Watermain Extension	\$2,951.50
		8340.4	Distribution - Contractual	\$2,243.35
SW1-9060.8	\$523.71	9010.8	NYS Retirement	\$523.71
		Total SW1 Fund		\$8,178.56

From		SW2 Fund		
		To		
SW2-8320.4	\$1,500.00	8310.11	Administration - Pers Serv Asst Super	\$3,258.62
SW2-8340.4	\$1,758.62			
SW2-9060.8	\$489.51	9010.8	NYS Retirement	\$489.51
		Total SW2 Fund		\$3,748.13

No. 11 of 2023	
General A	288,825.79
Highway DA	294,127.58
Library L	2,336.70
Loon Lake Park District SP	3,275.35
Chestertown Water SW1	3,876.69
Pottersville Water SW2	4,308.26
Other TA	2,651.06
Total	\$599,401.43

On a motion by Councilperson DuRose, seconded by Councilperson Packer, Resolution No. 171 of 2023 was **ADOPTED**.

AYE 5 NO 0

Supervisor Leggett asked if anyone else from the public would like to speak.

On a motion by Councilperson DuRose, seconded by Councilperson Packer, the meeting adjourned at 8:51 pm.

AYE 5 NO 0

Respectfully submitted,

Town Clerk