

**Town of Chester Town Board**  
**AGENDA**  
**November 08, 2022 – 7:00 PM**  
**Meeting Room - Town of Chester Municipal Center, 6307 State Rte. 9, Chestertown**

**Zoom details:**

<https://us02web.zoom.us/j/83433395517?pwd=R1ZOWWlPTUpLWWINTXBDRWxlNk5NQOT09>

Meeting ID: 834 3339 5517

Passcode: 458784

One tap mobile        +16465588656,,83433395517# US (New York)

**Call to Order**

- Pledge of Allegiance: led by Councilman Aiken

**Acceptance of Minutes**

- October 11, 2022

**Committee Reports**

- Town Clerk, Town Board, Highway Superintendent, P&R Foreman, Supervisor

**Public Hearing**

- Preliminary Budget

**Privilege of the Floor for Old & New Business Items**

**Old Business**

1. Fuel Bid
2. Pellet Bid – None Received
3. BTI Bid
4. Discuss request for Town to obtain Carl Turner Rd from NYSDOT- Tabled Thomas and Darlene Luciano(Tabled at request of applicant)
5. Loonie/Wen Variance (tabled at request of applicant on November 04, 2022)

**New Business**

6. Authorize Supervisor to sign Letter of Intent for the Restore NY Grant. Letter of Intent is due before November 30, 2022
7. Accept the resignation of Bob Walp from the Library Board of Trustees.
8. Approve re-appointment of Vanessa Hutton to the Library Board of Trustees
9. Authorize Supervisor to sign yearly contract from Warren County for waste management
10. Authorize the Town Clerk to post for the position of Custodian.
11. Request from Town of Thurman to use the Town's Dog Shelter for a fee.
12. Accept RFP for the pre-engineering report for the Potterville Water District as funded by the CDBG grant
13. Request from Coopers Roost 5810 State Route 8, Chestertown, NY to waive the 30-Day Advance notice for an On-Premises Alcoholic Beverage License
14. Discuss Short Term Rentals
15. Discuss Softball field and playground at Town Hall
16. Abstract of claims, budget adjustments and amendments
17. Executive session to discuss a certain property
18. Discuss Preliminary Budget

Resolutions:

1. **ACCEPT BID FOR FUEL OIL, KEROSENE AND DIESEL FOR 2023**

**WHEREAS**, the Town Board has received one bid for fuel from Buckman's Family Fuel for a markup of 22¢ per gallon for fuel oil, kerosene and diesel, markup of 18¢ per gallon for fuel oil for the Town Hall only above wagon 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 2023 heating season.

2. **No Pellet bids received**

3. **ACCEPT BID FOR BLACK FLY CONTROL FOR 2023**

**WHEREAS**, the Town Board has received one bid for Black Fly Control from Bioconservation, Inc. for an amount of \$18,400,

**BE IT RESOLVED**, the Town Board accepts the bid from Bioconservation, Inc. to provide black fly control services for 2023 for the amount of \$18,400 and hereby authorizes the Supervisor to sign the contract when in a form acceptable to the Attorney for the Town.

4. **Carl Turner Road – Tabled**

5. **Septic Variance #SV2020-03 – Tabled at request of applicant**

6. **AUTHORIZE TOWN SUPERVISOR TO SIGN LETTER OF INTENT FOR THE RESTORE NY GRANT**

**WHEREAS**, the Town wishes to apply for the Restore NY Grant for 2023

**BE IT RESOLVED**, the Town Board authorizes the Town Supervisor to sign Letter of Intent for the Restore NY Grant Letter of Intent, which is due before November 30, 2022.

7. **ACCEPT THE RESIGNATION OF BOB WALP FROM THE LIBRARY BOARD OF TRUSTEES**

**WHEREAS**, Bob Walp has submitted a letter of resignation from the Library Board of Trustees effective August 5, 2022,

**BE IT RESOLVED**, the Town Board accepts the resignation of Bob Walp from the Library Board of Trustees and would like to thank him for his time on the Library Board.

8. **APPROVE RE-APPOINTMENT OF VANESSA HUTTON TO THE LIBRARY BOARD OF TRUSTEES**

**WHEREAS**, Vanessa Hutton's Library Board Trustee term will expire December 31, 2022; and **WHEREAS**, the Town would like to re-appoint Vanessa Hutton as a Library Board Trustee starting January 1, 2023 through December 31, 2027;

**BE IT RESOLVED**, the Town Board re-appoints Ryan Hutton as Library Board Trustee for a term ending June 31, 2027.

9. **AUTHORIZE THE SUPERVISOR TO SIGN AN INTERMUNICIPAL AGREEMENT BETWEEN THE COUNTY OF WARREN AND THE TOWN OF CHESTER RELATING TO SOLID WASTE AND RECYCLABLE DISPOSAL SERVICES, SOLID WASTE AND RECYCLING, TRANSPORTATION SERVICES, MUNICIPAL PAPER RECYCLING SERVICES AND ELECTRONIC RECYCLING**

WHEREAS, the County of Warren solicits and awards bids on behalf of the towns for certain goods and services in order to obtain the best pricing,

**BE IT RESOLVED**, the Town Board authorizes the Supervisor to sign an Intermunicipal Agreement between the County of Warren and The Town of Chester Relating to Solid Waste and Recyclable Disposal Services, Solid Waste and Recycling, Transportation Services, Municipal Paper Recycling Services and Electronic Recycling.

10. **AUTHORIZE THE TOWN CLERK TO POST AND ADVERTISE FOR THE POSITION OF CUSTODIAN IN THE TOWN MUNICIPAL CENTER EFFECTIVE DECEMBER 1, 2022**

WHEREAS, there is a vacancy for a Custodian in the Town Municipal Center effective December 1, 2022,

**BE IT RESOLVED**, the Town Boards authorizes the filling of the vacant Custodian position in the Town Municipal Center and authorizes the Town Clerk to post the job opening as per CSEA Contract for 10 days and then advertise the position opening, if needed.

11. **AUTHORIZE SUPERVISOR TO SIGN AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF THURMAN FOR USE OF CHESTER'S ANIMAL CONTROL SHELTER FOR A FEE**

WHEREAS, the Town of Thurman has occasional need of a facility to hold dogs in the course of their animal control activity, and

WHEREAS, the Town of Chester has an approved facility for such purpose, and the Town's Animal Control Officer has discussed the arrangement with Thurman's representative and approves such occasional use,

**BE IT RESOLVED**, the Supervisor is authorized to sign an Intermunicipal Agreement with the Town of Hague, in a form acceptable to the Attorney for the Town, allowing the Town of Hague to use Chester's animal control facility for an annual fee.

12. **ACCEPT THE RFP FOR THE PRE-ENGINEERING REPORT FOR THE POTTERSVILLE WATER DISTRICT AS FUNDED BY THE CDBG GRANT**

WHEREAS, Warren County Planning Department applied for an Engineering Grant funded by Community Development Block Grant (CDBG) for \$36,100.00, and

WHEREAS, Cedarwood Engineering was the lowest bidder,

**BE IT RESOLVED**, the Town Board accepts the proposal from Cedarwood Engineering to complete the engineering study for the Pottersville Water District.

13. **TOWN BOARD HAS NO OBJECTION TO THE APPLICATION OF AN ON-PREMISE ALCOHOLIC BEVERAGE LICENSE FOR COOPER'S ROOST, LLC AND WAIVES THE 30-DAY ADVANCED NOTICE**

**WHEREAS**, the Town Clerk for the Town of Chester has received the Standard Notice Form for Providing 30-Day Advanced Notice to a Local Municipality or Community Board from Bruce Lipinski for Cooper's Roost, LLC located at 5810 State route 8, Chestertown, NY on November 7, 2022, and

**WHEREAS**, Cooper's Roost, LLC is requesting that the Town Board waive the 30-day advanced notice,

**BE IT RESOLVED**, the Town Board has no objection to the application of an on-premise alcoholic beverage license for Cooper's Roost, LLC, and waives the 30-day advanced notice.

14. **Short-term Rentals**

15. **Softball field and playground on school field behind Town Municipality Center**

16. **APPROVE THE NOVEMBER BUDGET AMENDMENTS AND ACCEPT ABSTRACT OF AUDITED VOUCHERS AND AUTHORIZES PAYMENT**

**WHEREAS**, the Bookkeeper and the Supervisor have created a spreadsheet of budget amendments, and

**WHEREAS**, the Town Clerk has entered the vouchers and created Abstract No. 11 of 2022 of Audited Vouchers, and

**WHEREAS**, the Town Board has reviewed the budget amendments and abstract,

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

<b>BUDGET AMENDMENTS - NOV 2022 TOWN BOARD MEETING</b>						
<b>Code</b>	<b>Budget Adjustment - Increase</b>	<b>Amount</b>		<b>Code</b>	<b>Budget Adjustment - Increase</b>	<b>Amount</b>
A3089	Justice Court Grant	1,596.99		A1110.41	Court State Grant	1,596.99
A1170	Franchise Fees	900.00		A4068.4	Insect Control	900.00
A1170	Franchise Fees	3,000.00		A4560.4	Cal Center Contractual	3,000.00
A1170	Franchise Fees	4,800.00		A5182.4	et Lighting Contractual	4,800.00
A1170	Franchise Fees	5,000.00		A7140.4	amite Hill Contractual	5,000.00
A1170	Franchise Fees	1,200.00		A7140.41	Beach Contractual	1,200.00
A2350	h Srvs Other Gov't	4,375.00		A7310.4	reational Contractual	4,375.00
A2001	k Rec Youth Fees	4,673.78		A7310.4	reational Contractual	4,673.78
A1081	PILOT Fees	3,000.00		A8810.1	Cemeteries PS	3,000.00
A2190	e Cemetery Lots	2,000.00		A8810.4	meteries Contractual	2,000.00
A1120	Sales Tax	2,500.00		DA5010.4	CDL Drug Testing	2,500.00

A3960	Storm Aid	41,320.41		DA5110.4	ral Repairs Contractual	1,320.41
A1120	Sales Tax	20,000.00		DA5112.2	CHIPS	0,000.00
<b>Code</b>	<b>Budget Adjustment-Increase</b>	<b>Amount</b>		<b>Code</b>	<b>Budget Adjustment-Decrease</b>	<b>Amount</b>
1420.4	orney Contractual	9,504.30		A1990.4	Contingency	9,504.30
1620.4	Town Center Contractual	30,000.00		FB	Fund Balance	30,000.00
7110.4	arks Contractual	7,000.00		A7110.2	Parks Equipment	7,000.00
7140.21	each Equipment	1,622.00		A6410.41	Publicity Tourism Promotion	1,622.00

***No. 11 of 2022***	
General A	\$79,136.68
Highway DA	\$182,339.85
Library L	\$1,505.46
Loon Lake Park District SP	\$700.00
Chestertown Water SW1	\$1,660.51
Pottersville Water SW2	\$1,097.11
Other TA	\$2,181.93
Total	\$268,621.54

**17. Executive Session to discuss the possible acquisition of real property**

**18. Preliminary Budget**