

Town of Chester Town Board
AGENDA
January 9, 2024 – 7:00 PM
Meeting Room - Town of Chester Municipal Center, 6307 State Rte. 9, Chestertown

Zoom details:

<https://us02web.zoom.us/j/83433395517?pwd=R1ZOWWIPTUpLWWINTXBDRWxlNk5NQOT09>

Meeting ID: 834 3339 5517

Passcode: 458784

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

Call to Order Organizational Meeting

- Pledge of Allegiance: led by Councilwoman Cooper

RESOLUTIONS #1 - #13 of 2024

1. Designate dates, time, and location for Regular Town Board Meetings
Resolved: The Town Board will meet on the second Tuesday of each month at 7 pm in the Town of Chester Municipal Center.
2. Designate Official Depositories
Resolved: Glens Falls National Bank shall be the Official Depository
3. Designate Official Newspapers
Resolved: The Post Star shall be the Official Newspaper
4. Set Mileage Allowance Rate
Resolved: The mileage allowance rate shall be the rate set by the IRS set at 68.5 cents per mile when personal vehicles are used by Town Employees for official business.
5. Set Returned Check Charge
Resolved: The Returned Check Charge shall be \$20 per returned check.
6. Set investment of surplus funds policy
Resolved: The Supervisor is empowered to invest surplus funds to draw interest for the accounts from which the funds were drawn. Investments shall be made with federally insured banks doing business in NYS.
7. Authorize Official Bonding of Town Officials
Resolved: Whereas, under Sec. 25 of Town Law, the Town Board is required to set the amounts of a Blanket Bond for Town Officers & Employees by Resolution, be it resolved, that the Town Board of the Town of Chester establishes the following limits of insurance: Public Employee dishonesty bond-per employee \$10,000.00 /Additional indemnity-specified positions: Town Supervisor \$ 110,000.00 / Bookkeeper \$60,000/ Court Clerk \$60,000 / Town Clerk - Tax Collector \$260,000
8. Authorize payment of claims prior to audit
Resolved: That authorization is given for payment of utilities, postage, and other similar expenses as the bills come in and previous to audit, by the Supervisor on recommendation of the Town Board.
9. Authorize Town Clerk to issue Fireworks Permits
Resolved: The Town Clerk is authorized to issue Firework Permits in accordance with Penal Law Section 405.05
10. Accept Town of Chester Procurement Policy
Resolved: Whereas, the TOWN OF CHESTER PROCUREMENT POLICY is to be reviewed and adopted each year and, whereas the policy was updated and adopted on

August 9, 2016 and has been adopted by resolution each year thereafter, be it resolved, that the Town Board hereby adopts said Procurement Policy and Procedures Pursuant to S104B of the General Municipal Law for 2024.

11. Approve Schedule of Appointments and Various Rates of Pay

Resolved: Accept the 2024 Schedule of Appointments and Various Rates of Pay as presented in the attached document titled "Schedule A: 2024 Schedule of Appointments and Various Rates of Pay".

12. Designate Official Town Holidays

Resolved: Official Town Holidays will be observed as presented in the attached document titled "Schedule B: 2024 Official Town Holidays".

13. Designate Town Board Committees

Resolved: Town Board Committees are appointed as presented in the attached document titled "Schedule C: Town Board Committee List".

Close Organizational Meeting

Open Regular Meeting

- Town Clerk

Privilege of the Floor:

Old Business:

1. Acceptance of Minutes: December 12th and 29th
2. Highway Garage
3. Loon Lake Dam Grant and Rehabilitation Project
4. Evening Cleaner
5. 225th Anniversary of the Town
6. Intersection of Church Street and State Route 9

New Business:

7. Posting Weight Limits
8. Official Polling Place
9. 60 Day Extension for Filling AUD
10. Appoint Paul Little as Planning Board Chairman and George Hilton as Planning Board Vice Chairperson
11. Appoint Barbara Kearney as Zoning Board of Appeals Chairperson
12. Appoint Jeffery Schaefer as Deputy Water Superintendent
13. Septic Variance Application #SV2023-24 James and Elaine Pontone
14. Occ Tax Application for Woofstock
15. Credit Card Payments for Water and Taxes
16. Hazard Mitigation Plan Update
17. Authorize payment of Abstracts and Budget Adjustments