

**Regular meeting** of the Town of Chester Town Board was held on **April 12, 2016** at 7:02 pm at the Town of Chester Municipal Center, 6307 State Route 9, Chestertown, New York.

**Roll Call:** Edna Wells, Mike Packer, Steve Durkish, Craig Leggett and Attorney for the Town, Mark Schachner. Karen DuRose absent.

**RESOLUTION #71: ACCEPT MINUTES OF THE March 8, 2016 MEETING.**

Introduced by Mr. Durkish, seconded by Mrs. Well, accept minutes of the March 8, 2016 meeting.

AYE 4      NO 0

**Privilege of the Floor:**

Alma Alvarez highlighted the 2015 Town of Chester public Library Report. Currently 55% of the residents hold a library card. The library has over 36,000 items in circulation with addition a shared system. 2016 marks the 25<sup>th</sup> Anniversary for the library.

**Old Business:**

**RESOLUTION #72: AUTHORIZE BID FOR INSTALLATION OF PELLET BOILER.**

Introduced by Mr. Packer, seconded by Mrs. Wells, authorize bid for installation of pellet boiler.

AYE 4      NO 0

**RESOLUTION #73: APPROVE BID DEADLINE TO BE 3 PM ON MAY 10, 2016 DELIVERED AT THE TOWN CLERK'S OFFICE AND OPENED AT 7 PM AT THE REGULAR TOWN BOARD MEETING.**

Introduced by Mr. Leggett, seconded by Mrs. Wells, approve bid deadline to be 3 pm on May 10, 2016 delivered at the Town Clerk's office and opened at 7 pm at the regular Town Board meeting.

AYE 4      NO 0

**Town Municipal Center building use fees:**

Mindy Conway will discuss with Bruce Nolin the cost of having a custodian available for weekends if an event and report back to the board.

**New Business:**

**Committee Reports:**

**Youth Commission:** Steve Durkish stated that the youth commission was asked to take over Little League and will now be youth baseball under youth commission. Mindy said she was approach by Little League because the youth commission already has youth softball. Everything

would stay the same and the Town of Bolton would still be combined with us for this year. Bolton has given permission for the youth commission to use their field.

**Highway Department:** Mike Packer has been working with Jason Monroe to buy a man lift. They will research prices. Mike and Jason would like to put a bid out for sand. Cindy Mead would like to see the season's greetings banners down.

**RESOLUTION #74: AUTHORIZE BID FOR SAND WITH NO MILEAGE RESTRICTION. BIDS TO BE OPENED AT NEXT MEETING.**

Introduced by Mr. Packer, seconded by Mr. Durkish, authorize bid for sand with no mileage restriction. Bids to be opened at next meeting.

Jason stated, the Town of Chester has applied for a permit to expand the pit which would expand the life of the mine. The Town has the right to reject any bid.

AYE 4 NO 0

**Assessor:** Mr. Leggett read a report given to him by Gregory Kringler. The 2016 tentative roll is due about by May 2<sup>nd</sup>. The roll was available for public review on March 21<sup>st</sup>. Dan Smith, property data collector has started doing inspections. The Assessor's office sends out postcard notifying homeowners.

**Zoning Administrator:** Al Muench asked if the Zoning Administrator could give the Planning Board members a copy of the Zoning Administrator's Report in their board packets. Further discussion continued. Zoning reports should not be discussed at Planning Board or Zoning Board of Appeals meetings. Zoning report questions and or comment should be brought to Walter Tennyson or the Town Board.

**Woof Stock:** Cindy Mead said that Woof Stock made this month's issue of Adirondack Life magazine. The Tri-Lakes Business Alliance is requesting \$6,000.00 to help cover the Dock Dogs. This is a two day event, June 18<sup>th</sup> and 19<sup>th</sup> brings people to the area.

Mrs. Wells asked if the St. Patrick's Days Parade could be rotated to include Pottersville and Brant Lake.

**Rum Runners:** TLBA is requesting \$1,000.00 for Rum Runners to help cover the cost of advertising. The event is scheduled for September 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup>.

**RESOLUTION #75: APPROVE TRI-LAKES BUSINESS ALLIANCE REQUEST FOR \$6,000.00 FOR WOOF STOCK AND \$1,000.00 FOR RUM RUNNERS AS APPLIED FOR.**

Introduced by Mr. Packer, seconded by Mrs. Wells, approve Tri-Lakes Business Alliance request for \$6,000.00 for Woof Stock and \$1,000.00 for Rum Runners as applied for.

AYE 4 NO 0

**RESOLUTION #76: AUTHORIZE SUPERVISOR LEGGETT ATTEND THE ADIRONDACK PARK LOCAL GOVERNMENT DAY CONFERENCE IN LAKE**

**PLACID ON APRIL 13 AND 14, 2016 AND PAY FOR REGISTRATION, ROOM AND MEALS OUT OF BUDGET CODE A1220.4, SUPERVISOR'S CONTRACTUAL EXPENSE.**

Introduced by Mrs. Wells, seconded by Mr. Durkish, authorize Supervisor Leggett attend Adirondack Park Local Government Day Conference in Lake Placid on April 13 and 14, 2016 and pay for registration, room and meals out of budget code a1220.4, Supervisor's Contractual Expense.

AYE 4      NO    0

**RESOLUTION #77: AUTHORIZE WATER SUPERINTENDENT, JASON MONROE AND DEPUTY WATER SUPERINTENDED, KIM FRAZIER ATTEND THE NY RURAL WATER ASSOCIATION CONFERENCE IN LAKE PLACID FROM MAY 16TH - 19TH AND PAY FOR REGISTRATION AND MEALS FROM BUDGET CW8310.4 AND PW8310.4.**

Introduced by Mrs. Wells, seconded by Mr. Durkish, authorize Water Superintendent, Jason Monroe and Deputy Water Superintended, Kim Frazier attend the NY Rural Water Association Conference in Lake Placid from May 16<sup>th</sup> - 19<sup>th</sup> and pay for registration and meals from budget CW8310.4 and PW8310.4.

Mr. Monroe will be using a town vehicle.

AYE 4      NO    0

**RESOLUTION # 78: AUTHORIZE SIGNING OF PROFESSIONAL SERVICE AGREEMENT WITH PYRAMID ENERGY (AS PART OF THE BIOMASS BOILER PROJECT) FOR AN AMOUNT NOT TO EXCEED \$49,350 AS REVIEWED BY ATTORNEY FOR THE TOWN AND RICK HANDLEY, PROJECT MANAGER.**

Introduced by Mr. Packer, seconded by Mrs. Wells, authorize signing of Professional Service Agreement with Pyramid Energy (as part of the Biomass Boiler Project) for an amount not to exceed \$49,350 as reviewed by attorney for the Town and Rick Handley, project manager.

AYE 4      NO    0

**RESOLUTION #79: AUTHORIZE SIGNING OF COUNTY OF WARREN LOCAL TOURISM PROMOTION AND CONVENTION DEVELOPMENT AMENDED AGREEMENT FOR 2016 (AMENDED TO INCREASE TOWN'S SHARE BY \$15,000).**

Introduced by Mr. Packer, seconded by Mrs. Wells, authorize signing of County of Warren Local Tourism Promotion And Convention Development Amended Agreement for 2016 (amended to increase Town's share by \$15,000).

The spending guidelines are attached to the agreement.

AYE 4      NO    0

**RESOLUTION # 80: AUTHORIZE REDUCING THE DEDUCTABLE FOR INLAND MARINE COVERAGE FROM \$2,500 TO \$1,000 PER OCCURRENCE FOR AN ADDITIONAL \$750.**

Introduced by Mrs. Wells, seconded by Mr. Durkish, authorize reducing the deductible for Inland Marine coverage from \$2,500 to \$1,000 per occurrence for an additional \$750.

AYE 4 NO 0

**RESOLUTION #81: RESOLUTION TO RECLASSIFY REAL PROPERTY TAX SERVICE ASSISTANT TO ASSESSORS CLERK**

**WHEREAS, THE ASSESSOR’S OFFICE, TOWN OF CHESTER HAS REQUESTED THAT THE POSITION OF REAL PROPERTY TAX SERVICE ASSISTANT BE RECLASSIFIED BASED UPON THE DUTIES AND RESPONSIBILITIES CURRENTLY REQUIRED OF THE POSITION; AND**

**WHEREAS, THE POSITION RECLASSIFICATION REQUEST WAS REVIEWED BY THE WARREN COUNTY PERSONNEL OFFICER AFTER CONSULTATION WITH THE TOWN SUPERVISOR’S AND ASSESSOR’S OFFICES, AND DETERMINED TO BE APPROPRIATE FOR RECLASSIFICATION; AND**

**WHEREAS, IT HAS BEEN DETERMINED BY THE WARREN COUNTY PERSONNEL OFFICER THAT THE APPROPRIATE TITLE FOR THIS POSITION RECLASSIFICATION IS ASSESSORS CLERK, WHICH IS IN THE COMPETITIVE CLASS UNDER WARREN COUNTY CIVIL SERVICE RULES; AND**

**WHEREAS, THE TOWN ASSESSOR HAS REQUESTED THAT MARION EAGAN, THE CURRENT REAL PROPERTY TAX SERVICE ASSISTANT BE APPOINTED TO THE RECLASSIFIED POSITION OF ASSESSORS CLERK ON A PROVISIONAL BASIS, SUBJECT TO CIVIL SERVICE TESTING REQUIREMENTS:**

**NOW THEREFORE BE IT RESOLVED, BY THE TOWN OF CHESTER TOWN BOARD THAT THE POSITION OF REAL PROPERTY TAX ASSISTANT IS APPROVED FOR RECLASSIFICATION TO THE POSITION OF ASSESSORS CLERK, AS DESCRIBED IN THE ATTACHED JOB DESCRIPTION AND SUBJECT TO CIVIL SERVICE REQUIREMENTS, AND THAT THE PAY RATE SHALL REMAIN THE SAME, AND**

**BE IT FURTHER RESOLVED, THAT MARION EAGAN BE APPOINTED PROVISIONALLY TO THE RECLASSIFIED POSITION OF ASSESSORS CLERK, SUBJECT TO CIVIL SERVICE TESTING REQUIREMENTS.**

Introduced by Mr. Leggett, seconded by Mr. Durkish, Resolution to Reclassify Real Property Tax Service Assistant to Assessors Clerk

WHEREAS, the Assessor’s Office, Town of Chester has requested that the position of Real Property Tax Service Assistant be reclassified based upon the duties and responsibilities currently required of the position; and

WHEREAS, the position reclassification request was reviewed by the Warren County Personnel Officer after consultation with the Town Supervisor's and Assessor's Offices, and determined to be appropriate for reclassification; and

WHEREAS, it has been determined by the Warren County Personnel Officer that the appropriate title for this position reclassification is Assessors Clerk, which is in the competitive class under Warren County Civil Service Rules; and

WHEREAS, the Town Assessor has requested that Marion Eagan, the current Real Property Tax Service Assistant be appointed to the reclassified position of Assessors Clerk on a provisional basis, subject to Civil Service testing requirements:

NOW THEREFORE BE IT RESOLVED, by the Town of Chester Town Board that the position of Real Property Tax Assistant is approved for reclassification to the position of Assessors Clerk, as described in the attached job description and subject to Civil Service requirements, and that the pay rate shall remain the same, and

BE IT FURTHER RESOLVED, that Marion Eagan be appointed provisionally to the reclassified position of Assessors Clerk, subject to Civil Service testing requirements.

AYE 4 NO 0

**RESOLUTION #82: APPOINT ERIN BROTHERS AND CHRISTOPHER AIKEN TO THE BOARD OF ASSESSMENT REVIEW TO FILL TWO UNEXPIRED TERMS.**

Introduced by Mrs. Wells, seconded by Mr. Durkish, appoint Erin Brothers and Christopher Aiken to the Board of Assessment Review to fill two unexpired terms. Mrs. Brothers' term will expire in 2017 and Mr. Aiken's term will expire in 2018.

AYE 4 NO 0

**RESOLUTION #83: AUTHORIZE THE TOWN OF CHESTER TO PARTICIPATE IN THE WARREN COUNTY EMPLOYMENT & TRAINING YOUTH EMPLOYMENT PROGRAM FOR SUMMER OF 2016.**

Introduced by Mr. Wells, seconded by Mr. Durkish, authorize the Town of Chester to participate in the Warren County Employment & Training Youth Employment program for summer of 2016.

AYE 4 NO 0

**RESOLUTION #84: AUTHORIZE POLLING PLACE FOR PRIMARY AND GENERAL ELECTIONS TO BE THE CHESTERTOWN FIRE STATION.**

Introduced by Mrs. Wells, seconded by Mr. Durkish, authorize Polling place for Primary and General elections to be the Chestertown Fire Station.

AYE 4 NO 0

**RESOLUTION #85: AUTHORIZE JASON MONROE TO REMOVE PARTITION IN YOUTH COMMISSION SPACE.**

Introduced by Mr. Durkish, seconded by Mrs. Wells, authorize Jason Monroe to remove partition in Youth Commission space.

AYE 4 NO 0

**RESOLUTION #86: AUTHORIZE SUPERVISOR LEGGETT REQUEST WARREN COUNTY SHERIFF DEPT TO PUT A TEMPORARY ELECTRONIC SPEED SIGN ON LANDON HILL.**

Introduced by Mrs. Wells, seconded by Mr. Durkish, authorize Supervisor Leggett request Warren County Sheriff Dept to put a temporary electronic speed sign on Landon Hill.

AYE 4 NO 0

**RESOLUTION #87: APPROVE STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS (FORM RS 2417-A) AS PRESENTED TO THE TOWN BOARD.**

Introduced by Mr. Packer, seconded by Mrs. Wells, approve Standard Work Day and Reporting Resolution for Elected and Appointed Officials (form RS 2417-A) as presented to the Town Board..

AYE 4 NO 0

**Pending:** Dan McKenzie asked about cable on Landon Hill Road and brought up Governor Cuomo's Challenge. Supervisor Leggett state the Lake Constable needs to be a peace officer.

Mr. Packer asked if the septic applicant can be charged for engineering fees.

**RESOLUTION #88: AUTHORIZE PAYMENT OF ABSTRACTS AND CLAIMS PAID PRIOR TO AUDIT.**

Introduced by Mrs. Wells, seconded by Mr. Durkish, authorize payment of abstracts and claims paid prior to audit.

AYE 4 NO 0

	<b>2015</b>		
General		\$ 2,160.00	632 - 632
	<b>2016</b>		
General A		\$ 41,535.82	117 - 164
General HB		\$ 2,644.00	12 - 13
Highway		\$ 75,899.98	58 - 98
Chestertown Water		\$ 1,335.84	11 - 16
Pottersville Water		\$ 628.03	12 - 17
Library		\$ 1,482.51	3 - 8
Loon Lake Park District		\$ 2,786.65	2 - 3
Schroon Lake Park District		\$ 4,538.67	3 - 4

On a motion by Mr. Leggett, seconded by Mr. Packer, meeting adjourned at 8:56 pm.

Respectfully submitted,

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Town Clerk