



Town Board

Organizational and Regular Meetings

January 8, 2019

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, Karen DuRose, Mike Packer, Larry Turcotte, Steve Durkish and Attorney for the Town, Mark Schachner.

Organizational Meeting:

Supervisor Leggett opened the Organizational Meeting at 7:05 pm with the Pledge of Allegiance and presented the following Resolutions to organize the Town:

RESOLUTION NO. 1 OF 2019: DESIGNATE DATES, TIME AND LOCATION FOR REGULAR TOWN BOARD MEETINGS

RESOLVED, that the Town Board will meet on the second Tuesday of each month at 7 pm in the Town of Chester Municipal Center with the exception for the months of April and September when the meeting will be held at the Pottersville Fire House.

RESOLUTION NO. 2 OF 2019: DESIGNATE OFFICIAL DEPOSITORY

RESOLVED, that Glens Falls National Bank shall be the Official Depository.

RESOLUTION NO. 3 OF 2019: DESIGNATE OFFICIAL NEWSPAPER

RESOLVED, that The Post Star shall be the Official Newspaper.

RESOLUTION NO. 4 OF 2019: SET MILEAGE ALLOWANCE RATE

RESOLVED, that the mileage allowance rate shall be the IRS set at \$.58 per mile when personal vehicles are used by Town Employees for official business.

RESOLUTION NO. 5 OF 2019: SET RETURNED CHECK CHARGE

RESOLVED, that the Returned Check Charge shall be \$20 per returned check.

RESOLUTION NO. 6 OF 2019: SET INVESTMENT OF SURPLUS FUNDS POLICY

RESOLVED, that the Supervisor be 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.

RESOLUTION NO. 7 OF 2019: AUTHORIZE OFFICIAL BONDING OF TOWN OFFICIALS

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 and Town Clerk - Tax Collector \$260,000.

BE IT FURTHER RESOLVED, that the Town Clerk of the Town of Chester is hereby instructed to file a copy of this Resolution with the Warren County Clerk.

RESOLUTION NO. 8 OF 2019: 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.

RESOLUTION NO. 9 OF 2019: AUTHORIZE TOWN CLERK TO ISSUE FIREWORKS PERMITS

RESOLVED, that the Town Clerk is authorized to issue Firework Permits in accordance with Penal Law Section 405.05.

RESOLUTION NO. 10 OF 2019: ACCEPT TOWN OF CHESTER PROCUREMENT POLICY FOR 2019

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,

BE IT RESOLVED, that the Town Board hereby adopts said Procurement Policy and Procedures Pursuant to S104B of the General Municipal Law for 2019.

RESOLUTION NO. 11 OF 2019: APPROVE SCHEDULE OF APPOINTMENTS AND VARIOUS RATES OF PAY

RESOLVED, to accept the 2019 Schedule of Appointments and Various Rates of Pay as presented in attached document titled "Schedule A: 2019 Schedule of Appointments and Various Rates of Pay".

SCHEDULE A: 2019 SCHEDULE OF APPOINTMENTS AND VARIOUS RATES OF PAY		
SCHEDULE OF APPOINTMENTS AND RATE OF PAY		
TITLE	NAME	2019
Animal Control Officer	Florence Converse	\$ 7,900
Assessor	Greg Klingler	\$ 37,461
Audit Committee	K. DuRose & S. Durkish	\$325 each
Budget Officer	Craig Leggett	\$ 1,710
Deputy Supervisor	Michael Packer	\$ 100
Director of Youth	Mindy Conway	\$ 6,000
Health Officer	Dr Rugge	\$ 950
Historian	Donna LaGoy	\$ 4,120
Legal Counsel	Miller, Mannix & Schachner	Rates by position
North Warren EMS Liaison	David Gross	None
Planning Board Chair & Members	Paul Little, Chairman	\$30 ea/meeting
Records Management Officer	Mindy Conway	\$ 1,000
Sexton	Greg Bolton	\$ 850
Water Superintendent	Jason Monroe	\$ 17,068
Water Superintendent, Ass't	Kim Frazier	\$ 18.00/hr
ZBA Chair & Members	John MacMillen, Chair	\$30 ea/meeting
Zoning Admin & Sanitary Code Enf.	Jeremy Little	\$18.00/hr
Deputy Zoning Administrator	Tom Thorsen	None
AOT NYS & AATV Alternate Delegate	Karen Durose, Alt. Delegate	None
AOT NYS & AATV Delegate	Craig Leggett, Delegate	None
Registrar Vital Statistics	Mindy Conway	None
Registrar Vital Statistics, Deputy	Florence Converse	None
Service Officer	Craig Leggett	None
SCHEDULE OF ANNUAL SALARIES - ELECTED OFFICIALS		
TITLE	NAME	2019
Town Supervisor	Craig Leggett	\$ 36,450

Town Clerk	Mindy Conway	\$ 36,000
Town Councilman	Larry Turcotte	\$ 6,888
Town Councilman	Michael Packer	\$ 6,888
Town Councilman	Steve Durkish	\$ 6,888
Town Councilwoman	Karen DuRose	\$ 6,888
Town Highway Superintendent	Jason Monroe	\$ 59,975
Town Justice	James McDermott	\$ 28,360

SCHEDULE OF HOURLY RATES - EMPLOYEES

TITLE	NAME	2019
Assessors Clerk	Marion Eagan	\$ 1,6.80
Boat Wash Attendants	TBA	\$13.00
Bookkeeper	Maja Tlonkinska Scroggins	\$ 18.00
Confidential Secretary	Marion Eagan	\$ 16.80
Constable	TBA	\$ 16.00
Court Clerk, Temporary Part Time	N/A	\$ 11.70
Court Officer	TBA	\$ 16.00
Cleaner	Edward Tennyson	\$ 12.12
Data Collector	Dan Smith	\$ 16.40
Deputy Town Clerk	Florence Converse	\$ 13.35
Election Inspectors	N/A	Paid by W County
Food Pantry Worker	Amy Culver	\$ 12.40
Justice Clerk	Carrie Remington	\$ 18.00
Laborer, Part Time	TBA	\$ 11.70
Library Aide	Sharon Berg	\$ 13.60
Library Technician	Alma Alvarez	\$ 18.18
Library Technician, Ass't	Wendy Joy-Hayes	\$ 14.00
Lifeguards	TBA	\$11.10 (\$11.60 for lessons)
Museum	Nancie Welch	Set by Hist. Society
Planning Board Secretary	Jeremy Little	\$ 18.00
Recreation Assistants	TBA	\$ 11.10
Recycling Attendant, Part time	Lowell Laschomb, Deborah Burch	\$ 14.26
School Bus Drivers	TBA	Based on School wage
Substitute Cleaner	TBA	\$ 12.12
Unsafe Building Inspector	TBA	\$80/inspection
ZBA Secretary	Jack Bartlett	\$ 13.33
Zoning Code Enforcement Officer	Thomas Thorsen	\$ 16.00

RESOLUTION NO. 12 OF 2019: DESIGNATE OFFICIAL TOWN HOLIDAYS

RESOLVED, that the Official Town Holidays will be observed as presented in attached document titled "Schedule B: 2019 Official Town Holidays".

Schedule B: 2018 Official Town Holidays	
Christmas Day	UNION & NON-UNION

New Year's Day	UNION & NON-UNION
Martin Luther King Day	UNION & NON-UNION
Presidents Day	NON-UNION ONLY
Friday before Memorial Day	UNION ONLY
Memorial Day	UNION & NON-UNION
Independence Day	UNION & NON-UNION
Labor Day	UNION & NON-UNION
Election Day	UNION & NON-UNION
Veteran's Day	UNION & NON-UNION
Thanksgiving Day	UNION & NON-UNION
Day After Thanksgiving	UNION & NON-UNION
Floating holiday	UNION & NON-UNION
If a holiday falls on a Saturday, the day of observance shall be the preceding Friday. If a holiday falls on a Sunday, the day of observance shall be the following Monday.	

RESOLUTION NO. 13 OF 2019: DESIGNATE TOWN BOARD COMMITTEES

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

Schedule C: Town Board Committee List	
Committees	Lead Member
Highway, Parks, Buildings	Mike Packer
Finance, Human Resources, Audit, EMS	Karen DuRose
Youth Comm, Library, Fire Districts, Audit	Steve Durkish
Transfer Station, Water Districts, Loon Lake	Larry Turcotte

RESOLUTION NO. 14 OF 2019: SET CHESTERTOWN AND POTTERSVILLE WATER DISTRICT RATES

RESOVLED, that the Town Board sets Rates for the Chestertown and Pottersville Water Districts as presented in the attached document titled "Schedule D:

Schedule D: Water Rates 2019		
Chestertown Water District		
Code	Description	2019 Rate
1	Base Rate: Metered Residential	\$ 175.00
2	Base Rate: Metered Business	\$ 175.00
3	Base Rate: Metered Outside of District	\$ 290.00
6	Base Rate: Unmetered Inside District	\$ 280.00
8	Base Rate: Unmetered Outside of District	\$ 480.00
20	Base Rate: NWCS for 30,000 gallons	\$ 700.00
10	Flat Rate: Unmetered Special Annual Rate	\$ 400.00
	Rate per 1,000 gallons for Over 30,000 gallons	\$ 4.00
	Swimming Pool Rate (Res #181-2002)	\$ 200.00
13	Hydrant Rental	\$ 675.00

15	Turn On / Turn Off	\$ 18.00
	Connection Charge - Standard Install	\$ 1,200.00
16	Replace Water Meter	\$ 165.00
Pottersville Water District		
Code	Description	2019 Rate
17	Base Rate: Metered Residential	\$ 290.00
18	Base Rate: Metered Business	\$ 290.00
4	Base Rate: Metered Outside of District	\$ 465.00
5	Base Rate: Unmetered Inside District	\$ 400.00
14	Base Rate: Unmetered Outside of District	\$ 580.00
21	Base Rate: Word of Life for 24,000 gallons	\$ 650.00
10	Flat Rate: Unmetered Special Annual Rate	\$ 330.00
	Rate per 1,000 gallons for Over 24,000 gallons	\$ 3.00
	Swimming Pool Rate (Res #181-2002)	\$ 200.00
12	Hydrant Rental (9 hydrants + 2 dry)	\$ 130.00
9	Base Rate: Glendale	\$ -
15	Turn On / Turn Off	\$ 18.00
7	Connection Charge - Standard Install	\$ 1,200.00
16	Replace Water Meter	\$ 165.00

On a motion by Mr. Turcotte, seconded by Mr. Durkish, Resolutions No. 1 - 14 of 2019 were **ADOPTED**.

AYE 5 NO 0

Supervisor Leggett read a "State of the Town" which listed accomplishments from 2018 and a list of goals for 2019.

Supervisor Leggett closed the Organizational Meeting 7:19 pm.

Regular Meeting:

Supervisor Leggett opened the Regular Town Board Meeting at 7:19 pm.

The Town Clerk commented that it had been brought to her attention that in the December 11, 2018 Minutes the Judge said that there was 6 hours of required classes that are needed for anyone hired after January 1, 2019 and it is actually 12 hours for any new hires after January 1, 2019.

RESOLUTION NO. 15 OF 2019: ACCEPT MINUTES OF THE REGULAR MEETING DECEMBER 11, 2018 AND THE SPECIAL MEETING DECEMBER 28, 2018 AS PRESENTED.

RESOLVED, to accept the minutes of the Regular Meeting December 11, 2018 and the Special Meeting December 28, 2018 as presented.

On a motion by Mrs. DuRose, seconded by Mr. Packer, Resolution No. 15 of 2019 was **ADOPTED**.

AYE 5 NO 0

Town Clerk reported the following were enclosed in the Board packets:

- Town Board Minutes for December 11 and December 28, 2018
- Audited Abstract for January 8, 2019
- Zoning Administrator Activity Report for December 2018

- Zoning Office Yearly Summary
- Zoning Enforcement Report for December 2018
- Planning Board Minutes for December 17, 2018
- Assessor's Report for January 2019
- Town Assessor Report: 2018 Year in Review
- Town Clerk Monthly Report for December 2018
- Town Clerk Annual Report for 2018
- 2018 Yearly Activity Report for Chestertown Food Pantry
- Letter from Cedarwood Engineering in reference to the Roach Property Septic System Replacement dated January 4, 2019
- Letter from Cedarwood Engineering in reference to the Rodzevik Property Septic System Replacement dated January 4, 2019
- Email from Debi Buttino in reference to the Rodzevik Property Septic System Replacement dated January 7, 2019
- Letter from the Greg Bolton, Town of Chester Sexton about maintenance of the cemeteries
- Email from Jeremy Little, Zoning Administrator in reference to Section 4.02, Timber Harvesting Recommendations
- Letter of Resignation from Regina Chabarek from the Library Board of Trustees effective February 28, 2019

Public Hearings:

Roach Septic #SV2018-03:

Supervisor Leggett opened the Public Hearing with the Town Board acting as the Local Board of Health in the matter of **Susan Roach Septic System Variance**, for property located at 63 Jones Road, Tax Map #: 86.10-1-22 at 7:22 pm.

Bret Winchip from Winchip Engineering represented Ms. Roach. Bret stated that after discussion with Cedarwood Engineering it was decided to leave the existing system intact because it has not failed and install a holding tank which would mean that they only need a variance for the holding tank.

No public comment.

Mrs. DuRose commented that she thought that the Board decided not to send the variance to Cedarwood for review. Bret commented that they had.

Supervisor Leggett called the Public Hearing closed at 7:26 pm.

Rodzevik Septic #SV2018-04:

Supervisor Leggett opened the Public Hearing with the Town Board acting as the Local Board of Health in the matter of **Paul Rodzevik Septic System Variance**, for property located at 6384 State Route 9, Tax Map #: 104.10-4-1.1 at 7:27 pm.

Tom Hutchins from Hutchins Engineering represented Mr. Rodzevik. Tom gave a brief history of the parcel and stated that the current system is on the neighboring property. There is not a basement and the system would be placed below the parking. Tom specified that after discussion with Cedarwood the vent was eliminated.

John Silvestri represented Paul Rodzevik in litigation with the neighboring property owners. Mr. Silvestri stated that the whole reason why Mr. Hutchins was hired was to remove Mr. Rodzevik's septic from the Buttino's property. John handed a letter to the Board from Cindy Meade of Gallo Realty in favor of the Town approving the septic.

Supervisor Leggett asked if there would be an issue with being so close to the property line. John replied that they would have to be very careful and has been in contact with the neighbor's counsel but has not heard back, so there is no response at this time.

Supervisor Leggett called the Public Hearing closed at 7:38 pm.

Committee Reports:

Supervisor Leggett opened Committee Reports at 7:38 pm.

David Gross, NWEMS handed the Board a report and highlighted that the call volume was up.

Jacob Soudones from the NWEMS thanked the Board for their support.

Bret Hitchcock from Parks and Rec. reported that the lights are ready at the Pottersville Basketball Court, a new compactor is needed at the Transfer Station, they are making ice at Dynamite and the new skid steer should be delivered this month.

Supervisor Leggett closed Committee Reports at 7:45 pm.

Privilege of the Floor:

Supervisor Leggett opened Privilege of the Floor at 7:45 pm.

Supervisor Leggett introduced Peter Hart, President of the Board of the Priory, who gave a brief history. Fall of 2018 they closed the Priory as an active Retreat House. The Priory Board would like to see the Retreat House and the approximate 100 acres continue as a resource for the community and they would be willing to transfer it to the Town as a benefit to the community. Peter would like the Board to consider it and continue talking about it.

Mary Clark asked about the sidewalks and signs in Pottersville along with the knotweed.

Pat Powers asked where the kids from Word of Life walked when they reached the curve through Pottersville and stated that Pottersville is very pedestrian unfriendly.

Linda Traverni nn behalf for the Friends of the Library stated that the bookroom is used to sell books to raise money for the library and are concerned about losing the space. Sharon Andrews, Manager of the Bookroom, commented that they currently have over 10,000 donated books and over 40 volunteers.

Supervisor Leggett closed Privilege of the Floor at 7:56 pm.

Old Business:

Supervisor Leggett opened Old Business at 7:57 pm.

RESOLUTION NO. 16 OF 2019: APPROVE ROACH SEPTIC VARIANCE APPLICATION #SV2018-03

WHEREAS, the Town Board acting as the Local Board of Health has received a completed application and has held a public hearing regarding the Septic Variance Application for property located at 63 Jones Rd, Chestertown, NY, Tax Map # 86.10-1-22 owned by Susan Saunders Roach and represented by Winchip Engineering, and

WHEREAS, according to Section 5.060 – Variances of the Town of Chester On-Site Wastewater Treatment Local Law the Local Board of Health may vary or adapt the strict application of any of the requirements of this Ordinance in the case whereby such strict application would result in unnecessary hardship that would deprive the owner of the reasonable use of the land involved, and

WHEREAS, no variance in the strict application of any provision of the Ordinance shall be granted by the Local Board of Health unless it shall find all listed criteria applicable,

BE IT RESOLVED, the Town Board acting as the Local Board of Health finds the Roach septic variance application meets the following criteria:

- a) That there are special circumstances or conditions, fully described in the findings of the Local Board of Health, applying to such land and that such circumstances or conditions are such that strict application of the provisions of this Ordinance would deprive the applicant of the reasonable use of such land.
- b) That the variance would not be materially detrimental to the purposes and objectives of this Ordinance, or to other adjoining properties, or otherwise conflict with the purpose or objectives of any plan or policy of the Town.
- c) That, for reasons fully set forth in the findings of the Local Board of Health, the granting of the variance is necessary for the reasonable use of the land and that the variance, as granted by the Local Board of Health, is the minimum variance which would alleviate the specific unnecessary hardship found by the Local Board of Health to affect the applicant.

BE IT FURTHER RESOLVED, the Local Board of Health finds the septic system as designed and presented by Winchip Engineering and reviewed by Cedarwood Engineering on behalf of the Town to be the minimum allowable variance to the Town's On-Site Wastewater Treatment Local Law based on site conditions, lot size, and potential impact to adjacent private property and common natural resources,

BE IT FURTHER RESOLVED, the variances granted are as follows to allow a holding tank as proposed (from application and map).

On a motion by Mr. Packer, seconded by Mrs. DuRose, Resolution No. 16 of 2019 was **ADOPTED**.
Mr. Turcotte recused himself.

AYE 4 NO 0

RESOLUTION NO. 17 OF 2019: APPROVE RODZEVIK SEPTIC VARIANCE APPLICATION #SV2018-04

WHEREAS, the Town Board acting as the Local Board of Health has received a completed application and has held a public hearing regarding the Septic Variance Application for property located at 6384 State Route 9 Chestertown, NY, Tax Map # 104.10-4-1.1 owned by Paul Rodzevik and represented by Hutchins Engineering, and

WHEREAS, according to Section 5.060 – Variances of the Town of Chester On-Site Wastewater Treatment Local Law the Local Board of Health may vary or adapt the strict application of any of the requirements of this Ordinance in the case whereby such strict application would result in unnecessary hardship that would deprive the owner of the reasonable use of the land involved, and

WHEREAS, no variance in the strict application of any provision of the Ordinance shall be granted by the Local Board of Health unless it shall find all listed criteria applicable,

BE IT RESOLVED, the Town Board acting as the Local Board of Health finds the Rodzevik septic variance application meets the following criteria:

- a) That there are special circumstances or conditions, fully described in the findings of the Local Board of Health, applying to such land and that such circumstances or conditions are such that strict application of the provisions of this Ordinance would deprive the applicant of the reasonable use of such land.
- b) That the variance would not be materially detrimental to the purposes and objectives of this Ordinance, or to other adjoining properties, or otherwise conflict with the purpose or objectives of any plan or policy of the Town.
- c) That, for reasons fully set forth in the findings of the Local Board of Health, the granting of the variance is necessary for the reasonable use of the land and that the variance, as granted by the Local Board of Health, is the minimum variance which would alleviate the specific unnecessary hardship found by the Local Board of Health to affect the applicant.

BE IT FURTHER RESOLVED, the Local Board of Health finds the septic system as designed and presented by Hutchins Engineering and reviewed by Cedarwood Engineering on behalf of the Town to be the minimum allowable variance to the Town's On-Site Wastewater Treatment Local Law based on site conditions, lot size, and potential impact to adjacent private property and common natural resources,

BE IT FURTHER RESOLVED, the variances granted are as follows (from application and map).

Setback Schedule Rodzevik			
Setback	Proposed Distance (ft)	Required Distance (ft)	Relief Requested (ft)
Absorption Field to East Property Line	3.8	10	6.2
Absorption Field to South Property Line	1	10	9
Absorption Field to Building	2.3	20	17.7
Septic Tank to South Property Line	6	10	4
Septic Tank to Building	7	10	3

On a motion by Mr. Turcotte, seconded by Mr. Durkish, Resolution No. 17 of 2019 was **ADOPTED**.
AYE 5 NO 0

American Health Institute (AHI) Grant:

Supervisor Leggett introduced Tammie LaGuerre, Director of the YMCA Adirondack Center, to explain the details of the AHI Grant. Tammie explained how the grant would allow the opportunity to make the Town of Chester Municipal Center a hub for wellness, physiological and physical. The grant would include a fitness room with air conditioning, staffed by the Y and membership driven and refurbishing the auditorium into a multipurpose room. We will be partnering with Hudson Headwaters because they are the Medicaid recipients and any services we would supply would be reimbursed through this grant.

Mrs. DuRose asked what would happen to the Y in Brant Lake. Tammie said there is not enough room in Brant Lake for everything because they are growing. Y-achievers would be staying here after school because they like the courts and the field space. The Y would hire a Wellness Center Director to create programs to work smoothly with all partners.

Mr. Packer said that the library would like to keep the bookroom. Tammie replied that they would not like to displace anybody; they are just trying to make the best use of the space in the building.

Lynn Thomas asked if this was a onetime grant. Tammie replied that it was a onetime grant and it would be sustained after that by membership and donations. Tammie said that the Y is here to stay as long as the Town wants.

Al Tolomeo asked if they could add onto the Y in Brant Lake to have a fitness center. Tammie replied there was not enough room to build and the purpose of the grant is to work with partners for wellness.

Mr. Packer asked about the electrical. Tammie replied that she would find out the details and report back.

RESOLUTION NO. 18 OF 2019: AUTHORIZE APPLICATION FOR AHI GRANT IN PARTNERSHIP WITH YMCA & HHHN

WHEREAS, the Adirondack Health Institute grants funding for programs that improve community health for specific demographics, and

WHEREAS, the Town of Chester desires to join Hudson Headwaters Health Network and the YMCA Adirondack Center in application for a grant designed to provide fitness programs that benefit seniors and youth and to be based at the Town of Chester Municipal Center,

BE IT RESOLVED, the Supervisor is authorized to partner with HHHN and the YMCA in a grant application to AHI designed to provide fitness and health programs for certain seniors and youth.

On a motion by Mrs. DuRose, seconded by Mr. Durkish, Resolution No. 18 of 2019 was **ADOPTED**.
AYE 5 NO 0

RESOLUTION NO. 19 OF 2019: AUTHORIZE ATTENDANCE AND PAYMENT FOR ZONING BOARD AND PLANNING BOARD MEMBERS TO ATTEND SARATOGA COUNTY PLANNING & ZONING CONFERENCE

WHEREAS, the Saratoga County Planning & Zoning Conference on February 6, 2019 was offered to all Planning and Zoning Board members and staff to attend in order to attain Planning/Zoning credits as required each year, and

WHEREAS, 4 persons desire to register and attend

BE IT RESOLVED, Jeremy Little, John MacMillen, George Hilton, and Mary Clark are authorized to attend the Saratoga County Planning & Zoning Conference on February 6, 2019 and to have registration paid for and travel expenses reimbursed out of budget codes A8010.4 Zoning Contractual and A8020.4 Planning Contractual expenses.

On a motion Mr. Packer, seconded by Mr. Turcotte, Resolution No. 19 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 20 OF 2019: AUTHORIZE TO SIGN CONTRACT WITH GLENS FALLS ANIMAL HOSPITAL

WHEREAS, the Town of Chester contracts with the Glens Falls Animal Hospital on an annual basis for specific services in accordance with New York State Agriculture and Markets Law and Town Local Law,

BE IT RESOLVED, the Town Board authorizes the Supervisor to sign an Agreement between the Town of Chester and Glens Falls Animal Hospital for the calendar year of 2019 when in a form acceptable to the Attorney for the Town.

On a motion by Mr. Packer, seconded by Mr. Durkish, Resolution No. 20 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 21 OF 2019: AUTHORIZE TO SIGN MEMORANDUM OF AGREEMENT WITH WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT REGARDING USE OF SANDBAG MACHINE

WHEREAS, Warren County Soil & Water Conservation District has a sand bagging machine available for use by the towns in Warren County,

BE IT RESOLVED, the Supervisor is authorized to sign a Memorandum of Agreement between the Town of Chester and the Warren County SWCD regarding the use and terms of a sand bagging machine if and when needed by the Town.

On a motion by Mr. Turcotte, seconded by Mr. Durkish, Resolution No. 21 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 22 OF 2019: AUTHORIZE TO SIGN INTER-MUNICIPAL AGREEMENT WITH WARREN COUNTY SOIL & WATER CONSERVATION DISTRICT REGARDING SCHROON LAKE MILFOIL MANAGEMENT

WHEREAS, the Warren County SWCD provides oversight and management in regards to Aquatic Invasive Species management and control programs on Schroon Lake, and

WHEREAS, the Towns of Schroon and Horicon also participate in this program and share costs,

BE IT RESOLVED, the Supervisor is authorized to sign an Inter-Municipal Agreement with Warren County SWD for Schroon Lake Milfoil Management when in a form acceptable to the Attorney for the Town.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 22 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 23 OF 2019: AUTHORIZE HIGHWAY SUPERINTENDENT TO POST ROAD WEIGHT RESTRICTIONS AT HIS DISCRETION

WHEREAS, Town roads are subject to damage during spring thaw,

BE IT RESOLVED, the Town Board authorizes the Highway Superintendent to post and enforce weight limit restrictions on Town Roads at his discretion.

On a motion by Mr. Durkish, seconded by Mr. Packer, Resolution No. 23 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 24 OF 2019: AUTHORIZE TO SIGN CONTRACT WITH CEDARWOOD ENGINEERING SERVICES

WHEREAS, the Town has determined that a contract each year for professional engineering services benefits the Town, and

WHEREAS, the Town has contracted with Cedarwood Engineering Services, PLLC in previous years and is satisfied with the quality of work and cost of services,

BE IT RESOLVED, the Supervisor is authorized to sign a contract for engineering services between Town of Chester and Cedarwood Engineering Services, PLLC for 2019.

On a motion by Mr. Packer, seconded by Mr. Turcotte, Resolution No. 24 of 2019 was **ADOPTED**.

AYE 5 NO 0

Loon Lake Dam Decorative Lights:

John Nick commented that the Tri-Lakes Business Alliance approached him about having lights on the dam like the ones in Brant Lake. John said that the Loon Lake Association would supply the LED lights and they would just need permission from the Town for the electricity.

RESOLUTION NO. 25 OF 2019: AUTHORIZE THE INSTALLATION OF DECORATIVE LIGHTS ON LOON LAKE DAM BY LLPDA

WHEREAS, the Loon Lake Park District Association has offered to purchase, install, and maintain decorative colored lights to shine on the Loon Lake Dam,

BE IT RESOLVED, the Town Board authorizes the Loon Lake Park District Association to install and maintain decorative colored lights to shine on the Loon Lake Dam.

On a motion by Mr. Packer, seconded by Mrs. DuRose, Resolution No. 25 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 26 OF 2019: AUTHORIZE TO SIGN CONTRACT WITH LLPDA FOR MANAGEMENT SERVICES

WHEREAS, the Town of Chester contracts with the Loon Lake Park District Association each year to provide management for aquatic plant control services,

BE IT RESOLVED, the Supervisor is authorized to sign a Loon Lake Management Oversight Agreement with the Loon Lake Park District Association for 2019 when in a form acceptable to the Attorney for the Town.

On a motion by Mr. Turcotte, seconded by Mr. Durkish, Resolution No. 26 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 27 OF 2019: AUTHORIZE TO SIGN ANIMAL SHELTER AGREEMENT WITH HAGUE

WHEREAS, the Town of Hague 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 Hague's representative and approves such occasional us,

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 of \$300.

On a motion by Mrs. DuRose, seconded by Mr. Durkish, Resolution No. 27 of 2019 was **ADOPTED**.

AYE 5 NO 0

Town Board Meetings in Pottersville:

Karen DuRose asked if there could be three meetings in Pottersville this year. Mrs. DuRose said there was a large turnout for the first one but not the second. Mary Clark replied that there was an ongoing

septic issue that lasted a long time and that discouraged people from attending. Mary would like to see the Town have three meetings.

Mr. Packer commented that the Town Clerk was the one who has to carry all the records. The Town Clerk replied that she would like to see the Town invest in proper recording equipment if we were going to continue to hold meetings outside of the Town Board Room because it is very hard to hear people for the minutes.

RESOLUTION NO. 28 OF 2019: AUTHORIZE THE REQUEST TO HOLD REGULAR TOWN BOARD MEETINGS AT THE POTTERSVILLE FIREHOUSE IN MARCH AND SEPTEMBER 2019 AND ONE OTHER TIME

WHEREAS, the Town Board desires to make their meetings more accessible to all persons within the Town, and

WHEREAS, the Pottersville Firehouse is able to accommodate public meetings and is easily accessible for many residents within the Town,

BE IT RESOLVED, the Town Board requests permission from the Commissioners of the Pottersville Fire District to hold regular Town Board Meetings at the Pottersville Firehouse once in the spring and once in the fall of 2019 - specifically on March 12th and September 10th and one other time.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 28 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 29 OF 2019: AUTHORIZE RE-APPOINTMENTS TO THE LOON LAKE ADVISORY COMMITTEE

WHEREAS, for the sake of efficiency in discussing management issues and proposing solutions to be considered by the full Town Board, and

WHEREAS, the Town Board established a Loon Lake Park District Advisory Committee in 2018 to be comprised of 2 members of the Town Board, 2 members of the Loon Lake Park District Association, and 1 at-large member for the purpose of considering lake management issues and solutions and advising the Town Board of such items,

BE IT RESOLVED, the Town Board re-appoints Karen DuRose, Larry Turcotte, John Nick, Richard McCrum, and Robert Freligh to the Loon Lake Park District Advisory Committee to serve a 1 year term ending December 31, 2019.

On motion by Mr. Packer, seconded by Mr. Durkish, Resolution No. 29 of 2019 was **ADOPTED**.

AYE 5 NO 0

RESOLUTION NO. 30 OF 2019: AUTHORIZE TO SIGN THE INTERMUNICIPAL AGREEMENT BETWEEN WARREN COUNTY AND THE TOWN OF CHESTER, CORINTH, JOHNSBURG, AND STONY CREEK AND THE VILLAGE OF CORINTH CONCERNING THE FIRST WILDERNESS PLAN IMPLEMENTATION 2014

WHEREAS, Warren County was awarded funding by the Department of State under the LWRP for projects within the First Wilderness Plan Implementation 2014 grant which includes the Town of Chester, and

WHEREAS, an Intermunicipal Agreement between the County and the Town is necessary in order to coordinate community participation and responsibilities,

BE IT RESOLVED, the Supervisor is authorized to sign the Intermunicipal Agreement between Warren County and the Town of Chester, Corinth, Johnsbury, and Stony Creek and the Village of Corinth concerning the First Wilderness Plan Implementation 2014.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 30 of 2019 was **ADOPTED**.

AYE 5 NO 0

Supervisor Leggett thanked Regina for her years of service on the Library Board of Trustees.

RESOLUTION NO. 31 OF 2019: ACCEPT THE RESIGNATION OF REGINA CHABAREK FROM THE LIBRARY BOARD OF TRUSTEES

RESOLVED, to accept the resignation of Regina Chabarek from the Library Board of Trustees effective February 28, 2019.

On a motion by Mr. Durkish, seconded by Mrs. DuRose, Resolution No. 31 of 2019 was **ADOPTED**.

AYE 5 NO 0

Deputy Supervisor:

Supervisor Leggett stated that the bank needs a resolution when there is a change in Deputy Supervisor. Mr. Packer commented that he was not keen on becoming Deputy Supervisor, he had done it for a long time.

Boat Registration on Loon Lake:

John Nick, President of the Loon Lake Park District Association (LLPDA), spoke about a boat registration fee. A few of the questions that were brought up were:

- Would all the money be used to protect the Lake or would it go into the General Town Fund?
- Would it reduce the tax assessment on the residents of the LLPDA?

John said that maintaining a clean, safe lake is expensive and everyone seems to be in favor of it. Last year there were about 600 boats on the Lake.

Mr. Turcotte said it would help to take some of the tax burden off the district.

Supervisor Leggett asked Mr. Turcotte and John Nick to get together before the next meeting to come up with numbers.

RESOLUTION NO. 32 OF 2019: AUTHORIZE SUPERVISOR TO SEND A LETTER OF INTENT TO NATIONAL GRID FOR CONVERSION OF STREETLIGHTS TO LED

RESOLVED, to send a letter of intent to National Grid for the conversion of streetlights to LED in the whole Town.

On a motion by Mr. Packer, seconded by Mr. Turcotte, Resolution No. 32 of 2019 was **ADOPTED**.

AYE 5 NO 0

Cemetery Care:

Supervisor Leggett read a letter from the Town Sexton, Greg Bolton. Greg would also like to do maintenance on the headstones. Bret Hitchcock asked if it would include all cemeteries. Supervisor Leggett replied that the Town would come up with a plan that would start with the cemeteries currently owned by the Town.

Mrs. DuRose asked that the Town contact the Historical Society.

Mr. Turcotte asked about access to cemeteries.

Mr. Packer asked what was considered a cemetery.

Supervisor Leggett will nail down some details with Greg Bolton and report back next month. Mrs. DuRose asked Craig to check with Nancy Tennyson.

Deputy Supervisor:

Supervisor Leggett asked Karen DuRose if she would be the Deputy Supervisor again. Mrs. DuRose replied that she would one more year and after that someone else would have to take a turn. Karen would also like to see someone else take a turn on the audit committee.

RESOLUTION NO. 33 OF 2019: AMEND RESOLUTION NO. 11 OF 2019, SCHEDULE A, DEPUTY SUPERVISOR

RESOLVED, to amend Resolution No. 11 of 2019, document titled “Schedule A: 2019 Schedule of Appointments and Various Rates of Pay, Schedule of Appointments and Rates of Pay”, change Deputy Supervisor from Mike Packer to Karen DuRose.

SCHEDULE A: 2019 SCHEDULE OF APPOINTMENTS AND VARIOUS RATES OF PAY		
SCHEDULE OF APPOINTMENTS AND RATE OF PAY		
TITLE	NAME	2019
Animal Control Officer	Florence Converse	\$ 7,900
Assessor	Greg Klingler	\$ 37,461
Audit Committee	K. DuRose & S. Durkish	\$325 each
Budget Officer	Craig Leggett	\$ 1,710
Deputy Supervisor	Michael Packer Karen DuRose	\$ 100
Director of Youth	Mindy Conway	\$ 6,000
Health Officer	Dr Ruge	\$ 950
Historian	Donna LaGoy	\$ 4,120
Legal Counsel	Miller, Mannix & Schachner	Rates by position
North Warren EMS Liaison	David Gross	None
Planning Board Chair & Members	Paul Little, Chairman	\$30 ea/meeting
Records Management Officer	Mindy Conway	\$ 1,000
Sexton	Greg Bolton	\$ 850
Water Superintendent	Jason Monroe	\$ 17,068
Water Superintendent, Ass't	Kim Frazier	\$ 18.00/hr
ZBA Chair & Members	John MacMillen, Chair	\$30 ea/meeting
Zoning Admin & Sanitary Code Enf.	Jeremy Little	\$18.00/hr
Deputy Zoning Administrator	Tom Thorsen	None
AOT NYS & AATV Alternate Delegate	Karen Durose, Alt. Delegate	None
AOT NYS & AATV Delegate	Craig Leggett, Delegate	None
Registrar Vital Statistics	Mindy Conway	None
Registrar Vital Statistics, Deputy	Florence Converse	None
Service Officer	Craig Leggett	None

On a motion by Supervisor Leggett, seconded by Mr. Turcotte, Resolution No. 33 of 2019 was **ADOPTED**.

AYE 5 NO 0

Town Hall:

Mr. Packer asked Bret Hitchcock if he could free up Jeff Shafer to work with Bill Rowell at the Town Hall when he’s available. Bret asked if that was something the Town was demanding out of him or if you want him to ask Jeff if he feels comfortable with the mechanics. Mike replied that they want him to learn what goes on in the Town Hall and if he could come down on slow days.

Highway and Parks LED Lights:

Bret asked if the interior of Dynamite could be included in the quote for changing over the Highway and Parks and Recs.

On a motion by Supervisor Leggett, seconded by Mrs. DuRose, Board went into Executive Session at 9:25 pm to discuss CSEA MOA for new contract, the employment history of a particular person and proposed, pending or current litigation.

On a motion by Mr. Durkish, seconded by Mr. Turcotte, Board exited Executive Session at 10:12 pm.

No action taken.

RESOLUTION NO. 34 OF 2019: APPROVE CSEA MOA WITH REVISIONS AS DISCUSSED
RESOLVED, to approve the CSEA MOA with revisions as discussed.

On a motion by Mrs. DuRose, seconded by Mr. Durkish, Resolution No. 34 of 2019 was **ADOPTED**.
AYE 5 NO 0

RESOLUTION NO. 35 OF 2019: APPOINT JEREMY LITTLE AS ZONING ADMINISTRATOR
WITH NO TERM LIMIT

RESOLVED, to appoint Jeremy Little as Zoning Administrator with no term limit.

On a motion by Supervisor Leggett, seconded by Mr. Turcotte, Resolution No. 35 of 2019 was **ADOPTED**.

AYE 5 NO 0

Mr. Packer asked about the Gore Electric voucher and said that work should be kept in house when possible.

RESOLUTION NO. 36 OF 2019: AUTHORIZE PAYMENT OF ABSTRACTS

RESOLVED, the Town Board accepts the Abstract of Claims and accounting requirements.

2018		
General A	\$54,682.11	587-628
Capital Project - Biomass HB	\$4,500.00	14-14
Highway DA	\$44,092.61	337-363
Chestertown Water CW	\$761.15	65-67
Pottersville Water PW	\$408.98	56-59
Loon Lake Park District SP	\$110.00	27-27
Library L	\$866.35	45-47
2019		
General A	\$23,735.31	1-17
Highway DA	\$9,757.12	1-2

On a motion by Mr. Durkish, seconded by Mr. Turcotte, Resolution No. 36 of 2018 was **ADOPTED**.
AYE 5 NO 0

On a motion by Supervisor Leggett, seconded by Mrs. DuRose, meeting adjourned at 10:20pm.

Respectfully submitted,

Town Clerk