



## **Town Board Regular Meetings August 14, 2018**

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

### **Regular Meeting:**

Supervisor Leggett opened the Regular Town Board Meeting at 7:03 pm with the Pledge of Allegiance.

### **RESOLUTION NO. 136 OF 2018: ACCEPT THE MINUTES OF THE REGULAR MEETING JULY 10, 2018, SPECIAL MEETING JULY 27, 2018 AND AUGUST 9, 2018**

**RESOLVED**, to accept the minutes of the Regular Meeting July 10, 2018, Special Meeting July 27, 2018 and August 9, 2018 as presented.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 136 of 2018 was **ADOPTED**.

AYE 4 NO 0

### **Committee Reports:**

Supervisor Leggett opened Committee Reports at 7:05 pm.

Mr. Turcotte attended the Economic Development Initiative Meeting at the Chamber of Commerce, which covered setting up small business classes.

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

- Town Board Minutes for July 10, 2018
- Town Board Minutes for July 27, 2018
- Town Board Minutes for August 9, 2018
- Supervisor's Monthly Cash Report as of July 31, 2018
- Audited Abstract for August 14, 2018
- Zoning Administrator & Sanitary Code Enforcement Officer's Activity Report for July 2018
- Planning Board Minutes for July 16, 2018
- Zoning Board of Appeals Minutes for July 24, 2018
- Assessors Report for August 2018
- Animal Control Report July 2018
- Town Clerk Monthly Report for July 2018
- Youth Commission Minutes for August 7, 2018
- North Warren EMS update for July/August 2018 from David Gross

Town Clerk reported the office has received the following communication:

- Letter from Department of Transportation pertaining to State Route 9 at Valley Farm Road  
-A flasher is not warranted, however warnings signs will be beneficial
- Letter of Resignation from Thomas Thorsen from the Zoning Board of Appeals
- Letter of Resignation from Al Muench from the Planning Board

Brett Hitchcock, Working Foreman for Parks and Rec. stated that the triangle by the Catholic Church has a new Cleveland Pear Tree and sod. The lights were delivered for the Pottersville basketball court and will be the next project.

Supervisor Leggett stated that he was invited to be on a panel for the Adirondack Lakes Association.

Supervisor Leggett closed Committee Reports at 7:10 pm.

**Privilege of the Floor:**

Supervisor Leggett opened Privilege of the Floor at 7:10pm.

Mary Clark asked about sidewalks and Supervisor Leggett responded that he talked to Jim Davis at DOT. Mr. Davis informed Supervisor Leggett that it was still in the Traffic Safety Committee. Mary asked about the yellow lines on Olmstedville Road and Supervisor Leggett stated that the County contracts out the painting. Pat Towers asked if the lights at the basketball court were going to be on a timer. Supervisor Leggett said the plan was to have a timer that would allow them to be on when needed. Pat said that Landon Hill Road going into Pottersville needs work and Route 9 leaving Pottersville by the Redemption Center needs to be sealed.

Jason Monroe, Highway Superintendent stated that the Highway Department paved Blythewood Island Road and Bird Pond Road is scheduled to be paved the end of August.

Supervisor Leggett closed Privilege of the Floor at 7:14 pm.

**New Business:**

Supervisor Leggett opened New Business at 7:14 pm.

**RESOLUTION NO. 137 OF 2018: ACCEPT RESIGNATION OF PLANNING BOARD MEMBER, AL MUENCH**

**WHEREAS**, Al Muench has submitted a letter of resignation from the Planning Board, leaving open a seat with the term set to expire on April 21, 2021,

**BE IT RESOLVED**, the Town Board accepts the resignation of Al Muench from the Planning Board and thanks him for his service to the Town in that capacity.

On a motion by Mr. Durkish, seconded by Mrs. DuRose, Resolution No. 137 of 2018 was **ADOPTED**.

AYE 4 NO 0

**RESOLUTION NO. 138 OF 2018: ACCEPT RESIGNATION OF ZONING BOARD OF APPEALS MEMBER, TOM THORSEN**

**WHEREAS**, Tom Thorsen has submitted a letter of resignation from the Zoning Board of appeals, leaving open a seat with the term set to expire on December 31, 2018

**BE IT RESOLVED**, the Town Board accepts the resignation of Tom Thorsen and thanks him for his service to the Town in that capacity.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 138 of 2018 was **ADOPTED**.

AYE 4 NO 0

**RESOLUTION NO. 139 OF 2018: APPOINT CHRISTINE HAYES TO THE ZBA**

**WHEREAS**, Christine Hayes is a member of the Planning Board in good standing and desires to serve on the ZBA,

**BE IT RESOLVED**, the Town Board accepts the resignation of Christine Hayes from the Planning Board and appoints her to the Zoning Board of Appeals to fill the unexpired term of Tom Thorsen for a term to expire December 31, 2018.

On a motion by Supervisor Leggett, seconded by Mr. Durkish, Resolution No. 138 of 2018 was **ADOPTED**.

AYE 4 NO 0

**RESOLUTION NO. 140 OF 2018: APPOINT AL MATROSE TO THE PLANNING BOARD**

**WHEREAS**, Al Matrose is an alternate member of the Planning Board in good standing,

**BE IT RESOLVED**, the Town Board appoints Al Matrose to the Planning Board to fill the unexpired term of Al Muench for a term to expire on December 31, 2021.

On a motion by Mr. Durkish, seconded by Mr. Turcotte, Resolution No. 140 of 2018 was **ADOPTED**.  
AYE 4 NO 0

**RESOLUTION NO. 141 OF 2018: APPOINT BOB WALP TO THE PLANNING BOARD**

**WHEREAS**, Bob Walp is a ZBA Alternate in good standing and desires to serve as a Planning Board,  
**BE IT RESOLVED**, the Town Board accepts the resignation of Bob Walp as Zoning Board Alternate and appoints him as Planning Board to fill the unexpired term of Christine Hayes for a term expiring December 31, 2020.

On a motion by Mrs. DuRose, seconded by Mr. Durkish, Resolution No. 141 of 2018 was **ADOPTED**.  
AYE 4 NO 0

**RESOLUTION NO. 142 OF 2018: APPOINT BARBARA KEARNEY TO THE ZONING BOARD OF APPEALS AS AN ALTERNATE**

**WHEREAS**, Barbara Kearney is a Planning Board Alternate in good standing,  
**BE IT RESOLVED**, the Town Board accepts the resignation of Barbara Kearney from the Planning Board the Town Board appoints Barbara Kearney to the Zoning Board of Appeals as an Alternate to fill the unexpired term of Bob Walp for a term to expire on December 31, 2021.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 142 of 2018 was **ADOPTED**.  
AYE 4 NO 0

Mrs. DuRose thanked Al Muench and Tom Thorsen for their service. Mrs. DuRose asked if Mary Jane Dower was still the Zoning Board of Appeals Acting Chairperson. Mary Jane replied that she has been Acting Chairwoman since John Grady resigned. Mrs. DuRose recommended the Board look into selecting a chairperson.

**RESOLUTION NO. 143 OF 2018: AUTHORIZE THE TOWN CLERK TO ADVERTISE AND POST TO FILL THE ALTERNATE SEATS ON THE PLANNING BOARD**

**WHEREAS**, there are two vacant seats for Planning Board Alternate,  
**BE IT RESOLVED**, the Town Board authorizes the Town Clerk to advertise and post to fill the Alternate seats on the Planning Board.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 143 of 2018 was **ADOPTED**.  
AYE 4 NO 0

**RESOLUTION NO. 144 OF 2018: AMEND RESOLUTION NO. 114 OF 2018 TO CORRECT THE APPOINTMENT OF MINDY CONWAY AS A BOAR ALTERNATE FOR A TERM ENDING SEPTEMBER 30, 2019**

**WHEREAS**, the term for a Board of Assessment Review Alternate is limited to 1 year, and  
**WHEREAS**, the Town Board approved the appointment of Mindy Conway as a BOAR Alternate for a term of 3 years by Resolution No. 114 of 2018,  
**BE IT RESOLVED**, the Town Board amends Resolution No. 114 of 2018 to correct the appointment of Mindy Conway as a BOAR Alternate for a term ending September 30, 2019.

On a motion by Mr. Turcotte, seconded by Mr. Durkish, Resolution No. 144 of 2018 was **ADOPTED**.  
AYE 4 NO 0

**RESOLUTION NO. 145 OF 2018: SUPPORT THE USE OF THE SCHROON RIVER ROAD BY THE LAKE GEORGE TRIATHLON FESTIVAL ON SEPTEMBER 1 & 2, 2018**

**WHEREAS**, the Lake George Triathlon Festival seeks support from the Town Board for its use of the Schroon River Road from the South Horicon Bridge to the Warrensburg town line for its race on September 1 & 2, 2018,

**BE IT RESOLVED**, the Town Board supports the use of the Schroon River Road by the Lake George Triathlon Festival on September 1 & 2, 2018.

On a motion by Mr. Turcotte, seconded by Mr. Durkish, Resolution No. 145 of 2018 was **ADOPTED**.  
AYE 4 NO 0

**Japanese Knot Weed:**

Mary Clark asked about the Japanese Knot Weed by the Black Bear. Supervisor Leggett replied that that is in the State right of way, which he has contacted Jim Davis. Mr. Turcotte asked if treatment has been successful in the past. Edna Wells commented that where they treated by the hardware store it worked well.

**RESOLUTION NO. 146 OF 2018: SUPERVISOR IS AUTHORIZED TO ENTER INTO AN AGREEMENT FOR JAPANESE KNOTWEED TREATMENT WITH BIOCONSERVATION INC. ON TOWN PROPERTY ON LANDFILL RD AND OLMSTEDVILLE RD FOR AN AMOUNT NOT TO EXCEED \$1,000**

**WHEREAS**, land owned by the Town of Chester has incidents of terrestrial invasive species infestation, namely Japanese Knotweed, and has taken remediation action in prior years and requires more work to be done to contain and control the spread of such plants, and

**WHEREAS**, Bioconservation Inc. is a licensed pesticide applicator able to control the spread of terrestrial invasives,

**BE IT RESOLVED**, the Supervisor is authorized to enter into an agreement for Japanese Knotweed treatment with Bioconservation Inc. on Town property on Landfill Rd and Olmstedville Rd for an amount not to exceed \$1,000.

On a motion by Mr. Turcotte, seconded by Mrs. DuRose, Resolution No. 146 of 2018 was **ADOPTED**.  
AYE 4 NO 0

**RESOLUTION NO. 147 OF 2018: ACCEPT THE QUOTE FOR WELL DRILLING SERVICES FROM STERLING WELL DRILLING**

**WHEREAS**, the Town has requested quotes for a supply well at the Gamble Beach location, and

**WHEREAS**, the Town has received 2 quotes from qualified well drilling companies,

**BE IT RESOLVED**, the Town Board accepts the quote for well drilling services from Sterling Well Drilling based on cost and other considerations for best value, and

**BE IT FURTHER RESOLVED**, the Supervisor is authorized to enter into a service agreement with the well drilling company, in a form acceptable to the Attorney for the Town.

On a motion by Mr. Durkish, seconded by Mr. Turcotte, Resolution No. 147 of 2018 was **ADOPTED**.  
AYE 4 NO 0

**Loon Lake Dam:**

Mr. Turcotte asked if the dam classification could potentially change after this report if the Town constructs what they need to. Supervisor Leggett stated that hopefully would hopefully adjust our insurance rate.

**RESOLUTION NO. 148 OF 2018: SUPERVISOR IS AUTHORIZED TO SIGN AN AGREEMENT TITLED "PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES / LOON LAKE DAM" WITH CIVIL DYNAMICS/GZA FOR AN AMOUNT NOT TO EXCEED \$15,000, WHEN IN A FORM ACCEPTABLE TO THE ATTORNEY FOR THE TOWN**

**WHEREAS**, the Loon Lake Dam is a Class C high hazard dam and requires modifications and construction to improve its safety, and

**WHEREAS**, Woigt Engineering completed an "Engineering Assessment" in 2015 and Civil Dynamics Engineering completed a "Stability Analysis Report for Loon Lake Dam" in 2015, and Woigt Engineering did a study and obtained a reduction in Spillway Design Flood from the DEC in 2017, and

**WHEREAS**, further analysis and engineering is needed to determine the most economical and practical alternative for remedying the dam deficiencies, according to DEC guidelines, and

**WHEREAS**, appropriations were set for engineering in the Loon Lake Park District 2018 budget for such work (SP7110.2),

**BE IT RESOLVED**, the Supervisor is authorized to sign an agreement titled "Proposal for Professional Engineering Services / Loon Lake Dam" with Civil Dynamics/GZA for an amount not to exceed \$15,000, when in a form acceptable to the Attorney for the Town.

On a motion by Mr. Turcotte, seconded by Mr. Durkish, Resolution No. 148 of 2018 was **ADOPTED**.

AYE 4 NO 0

**RESOLUTION NO. 149 OF 2018: SUPERVISOR IS AUTHORIZED TO SIGN A REIMBURSEMENT AGREEMENT WITH WARREN COUNTY IN ORDER TO RECEIVE \$2,375 IN REIMBURSEMENT FROM THE COUNTY FOR PROVIDING YOUTH RECREATIONAL PROGRAMS IN THE TOWN DURING 2018**

**WHEREAS**, the New York State Office of Children & Family Services provides funding to Warren County for recreational programs for youth, and

**WHEREAS**, the Town of Chester has provided recreational programs for youth in 2018,

**BE IT RESOLVED**, the Supervisor is authorized to sign a Reimbursement Agreement with Warren County in order to receive \$2,375 in reimbursement from the County for providing youth recreational programs in the Town during 2018.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 149 of 2018 was **ADOPTED**.

AYE 4 NO 0

**Youth Commission Website:**

Mindy Conway, Youth Director, spoke about the benefits of having a website for youth commission. The website could have online registration, mobile app., email, text messaging, and schedules. They also have the capability of running background check for an additional fee.

**RESOLUTION NO. 150 OF 2018: SUPERVISOR IS AUTHORIZED TO SET UP A BANK ACCOUNT AT GLENS FALLS NATIONAL BANK FOR THE PURPOSE AND USE OF THE RECREATION TO RECEIVE REGISTRATION, DONATIONS, AND OTHER MONEY**

**WHEREAS**, the Town of Chester Youth Commission receives monies through program registration and donations, and

**WHEREAS**, Sports Engine is a software company that is able to provide web-based registration, for a fee, and is able to deposit monies into an account for recreation,

**BE IT RESOLVED**, the Youth Director is authorized to set up a web-based sports registration program with Sports Engine for an annual fee of \$595.00 and per transaction fee of \$1.25, and

**BE IT FURTHER RESOLVED**, the Supervisor is authorized to set up a bank account at Glens Falls National Bank for the purpose and use of recreation to receive registration, donations, and other money.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 150 of 2018 was **ADOPTED**.

AYE 4 NO 0

**RESOLUTION NO. 151 OF 2018: SUPERVISOR IS AUTHORIZED TO SIGN AN "AGREEMENT BETWEEN TOWN OF CHESTER AND MILLER, MANNIX, SCHACHNER, AND HAFNER LLC FOR PROVISION OF LEGAL SERVICE TO TOWN OF CHESTER"**

**WHEREAS**, the Town of Chester has need of legal services from time to time, and

**WHEREAS**, Miller, Mannix, Schachner, and Hafner LLC has provided legal services and representation to the Town for a number years and the Town has found their counsel to be useful and of good quality,

**BE IT RESOLVED**, the Supervisor is authorized to sign an "Agreement Between Town of Chester and Miller, Mannix, Schachner, and Hafner LLC for Provision of Legal Service to Town of Chester".

On a motion by Mr. Durkish, seconded by Mr. Turcotte, Resolution No. 151 of 2018 was **ADOPTED**.

AYE 4 NO 0

**Privilege of the Floor:**

No comment.

**RESOLUTION NO. 152 OF 2018: ACCEPT 2018 BUDGET AMENDMENTS**

**RESOLVED**, the Town Board accepts the 2018 Budget Amendments as presented:

GENERAL FUND - "A"			Budget	Amendments Aug 14, 2018	
ITEM	CODE #		FY 2018	Decrease	Increase
<b>GENERAL SUPPORT</b>					
Contractual Expense	A1110.4		\$7,000		\$6,000
Personal Services: Ass't Bookkeeper	A1220.13		\$16,000	\$15,000	
Personal Service: Confidential Sec.	A1220.14		\$0		\$15,000
Equipment	A1410.2		\$300		\$150
Legal Ads	A1410.41		\$900		\$900
Contractual Expenses	A1420.4		\$26,000	\$6,000	
Contractual Expenses	A1460.4		\$400		\$360
Personal Services: Mtnce & Clnr	A1620.1		\$60,000	\$5,000	
Contractual Expenses	A1670.4		\$1,500		
Purchase of Land	A1940.2		\$0		\$1,000
Foot Constable	A3120.1		\$360	\$360	
Contractual Expenses	A3510.4		\$800		\$1,700
Personal Services	A5410.1		\$16,100		\$5,000
Tourism Promotion	A6410.41		\$7,050	\$3,500	
CoC Econ Deve Strategic Plan	A6410.499X		\$0		\$3,500
Propane for Mealsite	A6772.42		\$1,000		\$700
Contractual Expenses	A6989.4		\$800		\$100
Unemployment Insurance	A9050.8		\$500		\$1,080
Biomass BAN Payment - Interest	HB9730.7		\$3,716		\$60
****	GRAND TOTAL		\$2,068,569.87	\$29,860	\$35,550
<b>TOWN OF CHESTER BUDGET 2017 - REVENUE</b>			Budget	Budget	Amendments Aug 14, 2018
ITEM	CODE #		FY 2018	FY 2017	Increase Decrease
REAL PROPERTY TAX & ITEMS					
PILOT	A1081		\$14,000	\$14,000	\$4,300
HOME & COMMUNITY SERVICES					
Zoning Fees	A2110		\$6,000	\$6,000	\$840
Cemetery Lots	A2190		\$750	\$1,000	\$550
<b>TOTAL GENERAL REVENUE</b>			<b>\$2,049,655</b>	<b>\$1,991,698</b>	\$5,690 \$0
Total					\$35,550 \$35,550

On a motion by Mrs. DuRose, seconded by Mr. Durkish, Resolution No. 152 of 2018 was **ADOPTED**.

AYE 4 NO 0

**RESOLUTION NO. 153 OF 2018: AUTHORIZE PAYMENT OF ABSTRACTS**

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

General A	\$105,699.18	313-383
Highway DA	\$101,940.87	189-213
Chestertown Water CW	\$4,870.90	39-46
Pottersville Water PW	\$6,247.57	29-35
Loon Lake Park District SP	\$947.55	15-17
Library L	\$1,508.31	22-29

On a motion by Mr. Durkish, seconded by Mrs. DuRose, Resolution No. 153 of 2018 was **ADOPTED**.

AYE 4 NO 0

On a motion by Mrs. DuRose, seconded by Mr. Durkish, the Board went into Executive Session at 8:00 pm to discuss collective bargaining negotiations pursuant to article fourteen of civil service law.

AYE 4 NO 0

On a motion by Mr. Durkish, seconded by Mr. Turcotte, Board exited Executive Session at 9:12 pm.

AYE 4 NO 0

No action taken.

Supervisor Leggett reminded everyone that the September 11th Town Board Meeting will be at the Pottersville Firehouse at 7 pm.

On a motion by Mr. Durkish, seconded by Mr. Turcotte, meeting adjourned at 9:13 pm.

Respectfully submitted,

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Town Clerk