



**Town Board  
Regular Meeting  
October 12, 2021**

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, Chris Aiken, Larry Turcotte, Deputy Supervisor Marion Eagan and Attorney for the Town, Mark Schachner.

**Regular Meeting:**

Supervisor Leggett **opened** the Regular Town Board Meeting at 7:00 pm by Councilman Aiken leading the Pledge of Allegiance.

**Public Hearing for Septic Variance Application (#SV2021-06) for Cerrina:**

Supervisor Leggett **opened** the Public Hearing for Septic Variance Application (#SV2021-06) for Cerrina at 7:00 pm.

Erik Sandblom from SRA Engineers, representing Kay Cerrina, said that the property was a single family residence on Jones Road, a seasonal camp, and just this year they identified that the system has failed. The existing system consists of a 750 gallon septic tank and a couple of lines, there are a lot of deficiencies that don't meet the current requirements, so their task was to come up with a solution that best meets code, the DOH standards. They came up with a plan but they still need variances to make it work. The variances are:

<b>Setback Schedule Cerrina</b>				
<b>Setback</b>	<b>Existing Distance (ft)</b>	<b>Required Distance (ft)</b>	<b>Proposed Distance (ft)</b>	<b>Relief Requested (ft)</b>
Distribution Box to Well On Site	Unknown	100	43	57
Absorption Field to Well On Site	58	100	36	64
Absorption Field to Well Off Site	100	100	77	23
Absorption Field to Well Downhill	105	200	105	95
Absorption Field to Dwelling	9	20	16	4
Septic Tank to Dwelling	6.5	10	5.5	4.5
Distribution Box to Property Line	Unknown	10	6	4
Effluent Line to Distribution Box	Unknown	10	5	5

They will replace the current septic tank with a new 1,500 gallon septic tank and for the disposal field they are installing a Geotextile Sand Filter (GSF).

Supervisor Leggett asked if there was anyone from the public with a question, is there anyone online.

Supervisor Leggett asked Mr. Sandblom if he had looked over Cedarwood's comments. Erik replied that there were three or four comments and read through them and commented:

1. Will the soil from the area of the existing wastewater system be removed and replaced with new soil? Based on the drawings, it appears that part of the new proposed system would overlap with a section of the existing system. Typically, if the same area is used, clean fill soil is brought in. Imported fill soil has to be selected and placed in a manner to have the same perc rate as the native soil.

Erik said that they don't know exactly where the existing system is and there was no problem having the contractor perform a limited level of investigation to find it and if there is any existing pipe to have it removed. So there is no problem accepting that comment.

2. The distance between the applicant's water supply well and the field area is extremely short, approximately 36 feet, when compared to the required 100-foot separation distances. Mitigating measures to protect human health should be included in the proposal. Based on consultation with the NYSDOH, it is recommended that the applicant install treatment (UV or Chlorine) on their well and sample annually according to Fact Sheet 3 (attached). Any treatment equipment and/or material used must be NSF/ANSI 61 certified. The annual sampling results must be provided to the Town for review.

Erik commented that the current owner, Barry Schiano tests the well water on a three week basis for bacteria and there has never been a hit. Now they are proposing improving the conditions and better protecting the well that is currently not being impacted and Mr. Schiano does intend to continue testing the well on his own and the quote that they have received for the NSF/ANSI 61 certified system installed is going to be between \$4,500 and \$5,000 in addition to the \$20,000 \$25,000 that the owner is investing to upgrade the system so far. So the bottom line is they are asking the Board to consider not requiring the second comment and maybe compromising to a non NSF system with basically not having all the bells and whistles to make the UV system failsafe which can be installed for under a \$1,000.

3. A note on the plans indicates that trees in the area of the new absorption field are going to be removed. During our site visit, we noticed that the trees had been taken down, but the stumps and roots are still in place. The stumps and root systems need to be fully removed prior to the installation of the new system. If any clean fill soil is brought in after the removal of the stumps and roots, the fill soil has to be selected and placed in a manner to have the same perc rate as the native soil.

Erik commented that they already had that in place to remove all stumps.

4. As-builts will be supplied to the Town of Chester.

Mr. Turcotte asked Erik if he had any idea what the current system was. Erik said on the plans they showed the existing system with one line going straight and one line going to a T and going under the deck; so there are two lines at least so he thinks that probably goes to a bed.

Mrs. DuRose wanted to clarify that the home owner was going to continue testing. Barry Schiano said that he was drawing water from the watering tub until they said it had bacteria in it so then they had to drill a well and he was very concerned if that got bacteria, he could and he doesn't want his family to drink contaminated water. So if the water comes back contaminated he would immediately put in the system and he checks it now every three weeks.

Mr. Turcotte asked how recently the well was drilled. The home owner replied about five years and it is 350 ft. Supervisor Leggett asked how much was cased. Erik said he thinks it is about 50 ft.

Supervisor Leggett asked if the Eljen system was designed to be far. Erik replied no. Supervisor Leggett asked if that was why so many trees had to come down.

Supervisor Leggett asked if there were any other questions, anything from the public.

Hearing none, Supervisor Leggett **closed** the Public Hearing for Septic Variance Application (#SV2021-06) for Cerrina at 7:14 pm.

**Public Hearing for Septic Variance Application (#SV2021-07) for Linton:**

Supervisor Leggett **opened** the Public Hearing for Septic Variance Application (#SV2021-07) for Linton at 7:14 pm.

Tom Hutchins from Hutchins Engineering representing the Linton's introduced himself. Mr. Hutchins said this is a very, very small parcel with a stream side, a water supply well, and an existing septic system and they could not come up with a conventional system that they were comfortable with; this is really a holding tank site.

Tom said they came to the Town Board last month and had discussed about wetlands on GIS; the APA has issued a non-jurisdictional determination and are leaving it in the hands of the Town. Supervisor Leggett said for the record the let came in the day after the meeting.

Tom commented that he received a letter from Cedarwood Friday and has no issue with any of their comments. Tom said he has updated the plans.

Cedarwood comments:

- Provide holding tank flotation calculations.
- A review of the information provided by the applicant shows there are wetlands on the property, but there are no variances being sought for separation distance from a wetland. Please indicate the location of wetlands and the separation distance between them and the holding tanks.
- The fourth note under Tank Notes states "Joints below the liquid level must be tested before backfilling." Cedarwood requests that a four-hour clean water test be conducted to prove the tanks hold a constant liquid level to ensure no leakage. The liquid level must be filled to a level above the connecting pipe between the two tanks to ensure there is no leakage from the pipe.

- Add the following Note under Holding Tank Notes. “As-builts with leak test results will be supplied to the Town of Chester.”
- Slope soil away from top of tank covers.
- The high-level alarm, as described in holding tank alarm notes, should be placed in a conspicuous location that is routinely and easily seen and heard by the homeowner.
- Include watertight seal on risers.

Tom said on the plan he has show surveyed stream high water. Supervisor Leggett said they were at the 45 ft. proposed. Tom commented that yes that is to the map high water. Mr. Turcotte said if the creek rises in the spring then the wetlands are a moot point depending on the water level.

Supervisor Leggett asked if there were any comments from the public, anybody online, any other questions from the Board at this time.

Supervisor Leggett **closed** the Public Hearing for Septic Variance Application (#SV2021-07) for Linton at 7:21 pm.

**RESOLUTION NO. 144 OF 2021: ACCEPT THE MINUTES FROM THE REGULAR MEETING SEPTEMBER 14, 2021 AND THE TENTATIVE BUDGET OCTOBER 5, 2021**

**RESOLVED**, to accept the minutes from the Regular Meeting September 14, 2021, and the Tentative Budget October 5, 2021 as presented.

On a motion by Mr. Aiken, seconded by Mr. Turcotte, Resolution No. 144 of 2021 was **ADOPTED**.

AYE 5      NO 0

**Committee Reports:**

Supervisor Leggett **opened** Committee Reports at 7:22 pm.

The Town Clerk reported the following documents were emailed to all Board Members:

- Town Board Minutes for the Regular Meeting September 14, 2021 (handed out Minutes for the Tentative Budget Meeting October 5, 2021)
- Abstract No. 10
- Zoning Administrator Activity Report for September 2021
- Planning Board Minutes for September 20, 2021
- Assessor’s Report for October 2021
- Animal Control Report for September 2021
- Town Clerk Monthly Report for September 2021
- Communications Report for September 2021
- Chester Town Court Report dated October 1, 2021
- Letter from Cedarwood pertaining to the Linton Septic
- Letter from Cedarwood pertaining to the Schiano/Cerrina Septic
- Aqualogic Loon Lake/ Harvest Report for September 13 - 28, 2021
- Copy of Warren County Connection for October 2021

## Town Board Reports:

Mr. Turcotte reported that he attended the 5K Race in September, but did not run in it, checked in at the Transfer Station, drove around Loon Lake and all of the buoys are out. Supervisor Leggett commented that some of the buoys are broken and asked Larry if he had looked at them. Larry replied that he had not.

Mrs. DuRose said she had nothing major to report.

Mr. Packer said he is still bugging NIMO to get the two lights up.

Mr. Aiken reported that along with everyone else he attended the Special Budget Meeting, several Youth Commission talks/meetings, helped out at the 5/10K Race, quick meeting with Supervisor Leggett and the probable incoming Supervisor for Horicon about Youth Commission and EMS needs going forward, and the Pottersville Cemetery is progressing nicely, thanks to Parks and Rec. for keeping the materials coming.

Supervisor Leggett reported the following:

- Meeting with vendors for cyber security to bring us into compliance.
- Meeting with vendors for website redesign for a more user friendly, interactive, where we can put out notices to the public.
- Met with APA, DEC and Soil and Water Conservation District about the beaver dam out in the back and have applied for a beaver dam removal permit and will be working with soil and water to improve the culvert.
- Spoke with the landowner behind the Town Hall about getting a license to cross
- Discussed recycling options at the County level to get better pricing.
- Workshop meeting at the County about septic inspection and transfer law, Town will be able to opt out.
- Met with the Common Ground Alliance about the blue print for the Blue Line.
- Tentative Budget Workshop; thanked everyone for their input and commented that the update was printed out for them.
- Had an Emergency Management Taskforce Meeting at the County level concerning the staffing problem and if the County could take over the wage and benefits. Horicon would like to join if the County has one and Lake George not be joining they will have a taxing district.
- Boatwash is closed and the Town brought in a little more than \$6,000 to help offset the costs of operation.
- Igera Road has been paved up past Perry Road; this was above and beyond what the Highway had been planning to do this year.
- East Hudson River Drive has been paved.
- Thank Marion and Mindy for a beautiful 5K/10K Race on a beautiful day with a great turn out with one of the best raffles.
- Thanked the Board Members for volunteering and all the volunteers for coming out.

Supervisor Leggett asked Brett Hitchcock if he had anything to report for Parks and Rec. Brett said they had received their new dump truck, moving the Landfill caps, working around the

fence out back to remove some of the overgrown brush, painted Riverside Drive Bridge, and spoke with Jim McCormick from the Health Center and it looks like it was perhaps a freak storm that blow through the vents.

Supervisor Leggett said they did jack up the floors in the sinking Health Center and installed adjustable lally columns.

Supervisor Leggett **closed** Committee Reports at 7:35 pm.

**Privilege of the Floor:**

Supervisor Leggett **opened** Privilege of the Floor at 7:35 pm by introducing Diane Smith, Chairwoman from the North Warren EMS.

Diane thanked the Board for allowing her to speak as the Chairwoman of the NWEMS Board.

Diane said that the EMS has been in operation for approximately 26 years now; starting out as a volunteer agency and now the EMT Paramedics are paid members and there are about 24 members. They operate two individuals, 24 hours a day, 365 days a year and there will always be someone to answer an emergency medical call. The Board members are Jimmy Hayes from Brant Lake, Joe Cantone is the Chief Operations Officer, Mike Geraci who is the soon to be Supervisor of Horicon, Hash Jones is Treasurer (only paid Board Member), and herself, and Jacob Sauer-Jones is the assistant Operations Manager.

Diane said she is not a certified EMT, she is happy to be serving her community.

Diane said that in September there were 50 calls; 12 were mutual aid, 26 Chester, 12 Horicon. Compared to last year the call volume is down by 11 calls; which does affect the revenue recovery. Donation letters went out in July and she hoped everyone got one.

Diane asked at the last EMS Board meeting if they could get volunteer drivers if there was an instance where an EMT and a paramedic had to both be in the back with the patient. They have contacted the Chestertown Fire Department and they will help out if that happens. We are losing paramedics to other businesses offering higher wages.

They are always looking for new Board members and they will welcome a County wide EMS.

Diane asked if anyone had question.

Supervisor Leggett thank Diane for coming and **closed** Privilege of the Floor at 7:47 pm.

**Old Business:**

Supervisor Leggett **opened** Old Business at 7:47 pm.

**Septic Variance Application (#SV2021-06) for Cerrina:**

Supervisor Leggett said that Cedarwood commented on UV treatment or Chlorine as described in the Public Hearing, but there is an alternative of having a so called analog, which would still

provide UV treatment, but would not have an automatic shut off. Mr. Turcotte asked if you could get still get an NSF certified UV light. Mr. Sandblom replied that the device itself is certified, but the full system would not be to the full requirements of the DOH for treatment of a water supply.

Supervisor Leggett commented that one thing they always consider are neighbors as well as the home owners and the natural resources, which in this case would be Loon Lake.

**RESOLUTION NO. 145 OF 2021: APPROVE SEPTIC VARIANCE #SV2021-06 AND GRANT THE REQUESTED VARIANCES FOR A REPLACEMENT SEPTIC WASTEWATER TREATMENT SYSTEM. PROPERTY IS LOCATED AT 114 JONES ROAD, IDENTIFIED BY TAX MAP PARCEL # 86.10-1-55**

**WHEREAS**, the Town Board acting as the Local Board of Health has received a completed application and has held a public hearing on October 12, 2021 regarding the Septic Variance #SV2021-06 for Kay Cerrina, 114 Jones Road, identified by Tax Map #:86.10-1-55, 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 the following criteria applicable:

**BE IT RESOLVED**, the Local Board of Health finds that:

- a) That there are special circumstances or conditions 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 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;
- d) The septic wastewater system for Kay Cerrina, 114 Jones Road, identified by Tax Map #: 86.10-1-55 as designed and presented by SRA Engineers (Site Plan dated 08/25/2021 and last revised 10/13/2021) 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;
- e) The comments of the Town Engineer will be incorporated in to a revised design;

**BE IT FURTHER RESOLVED**, the Local Board of Health grants the following variances listed in the table below:

<b>Setback Schedule Cerrina</b>				
<b>Setback</b>	<b>Existing Distance (ft)</b>	<b>Required Distance (ft)</b>	<b>Proposed Distance (ft)</b>	<b>Relief Requested (ft)</b>
Distribution Box to Well On Site	Unknown	100	43	57

Absorption Field to Well On Site	58	100	36	64
Absorption Field to Well Off Site	100	100	77	23
Absorption Field to Well Downhill	105	200	105	95
Absorption Field to Dwelling	9	20	16	4
Septic Tank to Dwelling	6.5	10	5.5	4.5
Distribution Box to Property Line	Unknown	10	6	4
Effluent Line to Distribution Box	Unknown	10	5	5

**BE IT FURTHER RESOLVED**, as condition for approval is based upon installation of NSF Certified UV light according to the manufacturer’s instructions.

On a motion by Mr. Turcotte, seconded by Mrs. DuRose, Resolution No. 145 of 2021 was **ADOPTED**.

AYE 5 NO 0

**Septic Variance Application (#SV2021-07) for Linton:**

**RESOLUTION NO. 146 OF 2021: APPROVE SEPTIC VARIANCE #SV2021-07 AND GRANT THE REQUESTED VARIANCES FOR A SEPTIC WASTEWATER TREATMENT SYSTEM. PROPERTY IS LOCATED AT 3182 SCHROON RIVER ROAD, IDENTIFIED BY TAX MAP PARCEL # 87.12-1-23**

**WHEREAS**, the Town Board acting as the Local Board of Health has received a completed application and has held a public hearing on October 12, 2021 regarding the Septic Variance #SV2021-07 for Charles and Joan Linton, 3182 Schroon River Road, identified by Tax Map #:87.12-1-23, 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 the following criteria applicable:

**BE IT RESOLVED**, the Local Board of Health finds that:

- a) That there are special circumstances or conditions 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 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;
- d) The septic wastewater system for Charles and Joan Linton, 3182 Schroon River Road, identified by Tax Map #: 87.12-1-23 as designed and presented by Hutchins Engineering PLLC (Site Plan prepared for: Charles R. and Joan E. Linton, dated 07/28/2021) 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 Local Board of Health grants the following variances:

- 1) Holding Tank Installation
- 2) Separation to Mean High Water:
  - a. Required 50 ft.
  - b. Proposed 45 ft.
  - c. Variance 5 ft.

On a motion by Mr. Aiken, seconded by Mr. Packer, Resolution No. 146 of 2021 was **ADOPTED**.

AYE 5 NO 0

Supervisor Leggett **closed** Old Business at 8:06 pm.

**New Business:**

Supervisor Leggett **opened** New Business at 8:06 pm.

**RESOLUTION NO. 147 OF 2021: ACCEPT THE RESIGNATION OF CHAIRPERSON JOHN MACMILLEN**

**WHEREAS**, on September 30, 2021 Supervisor Leggett received notice of Chairperson MacMillen's resignation from the ZBA effective immediately, and

**WHEREAS**, Supervisor Leggett received this notification through a text message,

**BE IT RESOLVED**, the Town Board accepts the resignation of Chairperson John MacMillen and thanks him for his years of service to the Town of Chester.

On a motion by Mr. Packer, seconded by Mrs. DuRose, Resolution No. 147 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 148 OF 2021: APPOINT BARB KEARNEY AS CHAIRPERSON OF THE ZBA**

**WHEREAS**, due to the absence of a Chairperson from the ZBA one must be appointed to fill the position, and

**WHEREAS**, Barb Kearney has agreed to be the Chairperson for the ZBA,

**BE IT RESOLVED**, the Town Board appoints Barb Kearney as Chairperson of the ZBA effective immediately.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 148 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 149 OF 2021: APPOINT MICHAEL HOUGH AS VICE CHAIRPERSON OF THE ZBA**

**WHEREAS**, from time to time, the Zoning Board of Appeals Chairperson may need to recuse themselves from discussion on an Application before the Board or be absent, and

**WHEREAS**, the Town Board feels that the position of Vice Chairperson is necessary and Michael Hough has agreed to be Vice Chairperson,

**BE IT RESOLVED**, the Town Board appoints Michael Hough as Vice Chairperson of the ZBA effective immediately.

On a motion by Mr. Aiken, seconded by Mrs. DuRose, Resolution No. 149 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 150 OF 2021: APPOINT VICTOR GRECO TO FILL THE UNEXPIRED TERM OF JOHN MACMILLEN ON THE ZBA EXPIRING DECEMBER 31, 2021**

**WHEREAS**, due to the vacancy on the Zoning Board of Appeals the next alternate may step in to fill the position, and

**WHEREAS**, on October 5, 2021 Victor Greco was sworn in as an alternate on the ZBA,

**BE IT RESOLVED**, the Town Board appoints Victor Greco to fill the unexpired term of John MacMillen on the ZBA expiring December 31, 2021.

On a motion by Mr. Turcotte, seconded by Mrs. DuRose, Resolution No. 150 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 151 OF 2021: ACCEPT THE RESIGNATION FROM AL MATROSE FROM THE PLANNING BOARD**

**WHEREAS**, on September 23, 2021 the Town received a letter of resignation from Al Matrose from the Planning Board,

**BE IT RESOLVED**, the Town Board regretfully accepts the resignation from Al Matrose from the Planning Board and thanks him for his service to the Town of Chester.

On a motion by Mr. Packer, seconded by Mr. Aiken Resolution No. 151 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 152 OF 2021: AGREE TO TAKE A HALF PAGE AD IN THE YEARBOOK**

**WHEREAS**, the Town of Chester received a letter from the North Warren Yearbook Committee looking to see if the Town of Chester would like to take an ad out in the 2022 NWCS yearbook, and

**WHEREAS**, in the past the Town has taken out an ad congratulating the Seniors Class,

**BE IT RESOLVED**, the Town Board agrees to take a half page ad in the yearbook, costing \$140.00 from A1010.4.

On a motion by Mr. Packer, seconded by Mr. Aiken, Resolution No. 152 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 153 OF 2021: AUTHORIZE \$2,000 OF OCCUPANCY TAX FUNDS TO THE ADIRONDACK MARATHON INC.**

**WHEREAS**, the Town of Chester has received an Occupancy Tax Request from the Adirondack Marathon Inc. for the Marathon and the 5K/10K races in the amount of \$3500.00, and

**WHEREAS**, in the past the Town of Chester has authorized Occupancy Tax funds for that amount to the Adirondack Marathon Inc.,

**BE IT RESOLVED**, the Town Board authorizes \$2,000 of Occupancy tax funds to the Adirondack Marathon Inc.

On a motion by Mr. Turcotte, seconded by Mrs. DuRose, Resolution No. 153 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 154 OF 2021: AUTHORIZE THE TOWN CLERK TO ADVERTISE FOR WOOD PELLETS AND FOR SALE AND DELIVERY OF #2 FUEL OIL, DIESEL FUEL AND KEROSENE FOR 2022**

**WHEREAS**, each year the Town Clerk advertises for bulk wood pellets and for sale and delivery of #2 fuel oil, diesel fuel and kerosene,

**BE IT RESOLVED**, the Town Board authorizes the Town Clerk to advertise in the Post Star Newspaper and directly to dealers for wood pellets bids and for bids for sale and delivery of #2 fuel oil, diesel fuel and kerosene for 2022 to open the bids on Tuesday, November 9, 2021 at 12 pm.

On a motion by Mr. Packer, seconded by Mrs. DuRose, Resolution No. 154 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 155 OF 2021: AUTHORIZE SUPERVISOR TO ATTEND THE ADIRONDACK ASSOCIATION OF TOWNS AND VILLAGES MEETING ON DECEMBER 5 AND 6, 2021**

**WHEREAS**, the annual meeting is in Lake George this year,

**BE IT RESOLVED**, the Town Board authorize the Supervisor to attend the Adirondack Association of Towns and Villages Meeting on December 5 and 6, 2021.

On a motion by Mr. Packer, seconded by Mr. Aiken, Resolution No. 155 of 2021 was **ADOPTED**.

AYE 5 NO 0

**Parks and Rec. Laborer Position:**

Supervisor Leggett asked Brett Hitchcock, Foreman of the Parks and Rec. Department, if he had reviewed the applications.

Brett replied yes, there is an individual who has worked for us seasonally for three years and I feel he is the right fit. There were a few good applications that may be good in another department in the Town.

**RESOLUTION NO. 156 OF 2021: AUTHORIZE FILLING OF PERMANENT FULL TIME LABORER POSITION WITH PARKS AND RECREATION**

**WHEREAS**, a permanent full time Laborer CSEA Union position with Parks and Recreation is open, and

**WHEREAS**, the Town has duly posted and advertized the open position and interviews have been conducted of qualified applicants,

**BE IT RESOLVED**, the Town Board authorizes filling Permanent Full Time Laborer position with Parks and Recreation to James Rooker, to begin November 1, 2021 at a rate set by CSEA Union Agreement with a probationary period of 6 months.

On a motion by Mrs. DuRose, seconded by Mr. Turcotte, Resolution No. 156 of 2021 was **ADOPTED.**

AYE 5 NO 0

**Youth Commission Director Position:**

Supervisor Leggett said the Town had received some applications, but have not reviewed them.

Supervisor Leggett asked if there any comments.

Mrs. DuRose asked how many. Supervisor Leggett replied that there are two actually filled.

Mr. Turcotte asked if they actually posted a salary for the position. Supervisor Leggett said the line item in the Tentative Budget was zero.

Supervisor Leggett said Chris has been the Board Member working on this and asked if he had any questions or thoughts. Mr. Aiken said we are going to have to fill the position sooner than later; Mindy is leaving October 22<sup>nd</sup>. Chris said he doesn't want to be rushed into it; look at the applications and make the best choice and make sure the person applying understands fully what the position is. We do not want any gray area where in three months the person really doesn't know what they are being hired for. Chris will work with Mindy to come up with a list so people are aware of what they are signing up for.

Supervisor Leggett would like the Board to consider that no resolution has been found that created the Chester-Horicon Youth Commission and there has been a Chester-Horicon Youth Commission for some time. At this point in time would like the Board to decide whether to keep it, Chester-Horicon Youth Commission or take it on as Chester Youth Commission. Chris has spoken about it in the past. Supervisor Leggett said one of the big questions that it has come down to is; who does the Youth Director work for; do they work for Chester and Horicon or for the Town of Chester and as we move forward he would like this to be very clear. The Town of Chester pay wages and we have asked Horicon for a stipend to help out with some of the costs for programming, based on the fact that children from Horicon are using the services. Under the current Youth Director, most of those costs have been covered and the one cost that has not been covered is the Youth Director itself. We all recognize that we are the North Warren School District so we don't want to show that we are trying to divide things Mindy commented that we have to remember that we have two other school districts in our Town. Karen asked if we had ever turned a kid away. Mindy replied not since she has been Youth Director. Supervisor Leggett said the more the merrier and we have not had to cut or limit before. Under the current Youth Director we have maintained a steady budget and the Town takes care of the Director's salary.

Mr. Turcotte asked what would happen if we had a recreation director, a Town of Chester Recreation Director that did all of the Youth Commission stuff, but then could also do some of the other things that we want to get done; like trails, trail work, trail maintenance and some event planning that is not youth like; softball, 5K race, and the list is endless of the stuff we could do as far as rec. goes. We are focusing on finding a Youth Director which is limiting it to the kids, which is fine, but what if we had a rec. director who did not only kids but everyone else in Town

too. Maybe we should come up with a job description and what we want a Rec. Director to do and find a Rec. Director.

Supervisor Leggett asked Chris to get with Larry so they can move forward at the next meeting.

Mrs. DuRose commented that she wasn't sure what age group they were looking at; the Senior already have their own group and she thinks that the youth is what really needs the Town's attention more than a rec. director for everybody; the Seniors are taking care of themselves and the pickle ballers are taking care of themselves instead of Chester-Horicon Youth Commission which has been run very nicely.

Chris said the rec. director would still spend a lot of time with the youth, but it would also open up things for different age groups. The rec. director would be doing everything that the youth director is already doing and it would open the door to add things instead of limiting them to just youth. Chris said that it has come up that there is money for the youth but there is not money for the Seniors, they have to ask for it.

Supervisor Leggett said to Karen that she has brought up volley ball, but who organizes it, who is the point person. Mindy has always taken up where that need has existed and it was above and beyond any Youth Commission and who is going to take that on. Karen said so we are going to need someone who is going to require a lot more compensation if they are going to take on every age group in the Town of Chester and Horicon, assuming that we don't exclude the Town of Horicon. Supervisor Leggett asked how much she was thinking. Karen replied maybe ten, twelve, fifteen thousand more. Craig said he was thinking to keep the same amount.

Larry said the rec. director could setup an adult basketball league. Supervisor Leggett asked who was going to coordinate with Bill to pick the carpets up and put the carpets down and coordinate with Brett for field space and Dynamite Hill.

Supervisor Leggett said that the Town has incredibly good Parks and Rec. assets and Brett and his crew take care of it all and keep it up and going to accommodate use of them. Supervisor Leggett asked Brett if he had any input. Brett said it would be nice to have a full blown of Rec. Coordinator that could do above and beyond the basics.

Karen said that she thinks they need to look at it more.

Chris asked Mindy if she thought she was doing more than just Youth Director stuff. Mindy replied yes.

Larry said as a Board first they need to decide if they are going to hire a Youth Director or a Rec. Director, then we will work on a description of what we want them to do.

**RESOLUTION NO. 157 OF 2021: DEEM THE 2007 F-150 TRUCK AS SURPLUS EQUIPMENT AND ADVERTISE FOR SALE**

**WHEREAS**, the Highway Superintendent recommends the sale of a 2007 F-150 Truck with 138,472 miles,

**BE IT RESOLVED**, the Town Board deems the 2007 F-150 Truck to be surplus and authorizes the Town Clerk to list it for sale with no minimum bid or reserve for 14 days with Auctions International as per the Town's agreement with said vendor.

On a motion by Mr. Aiken, seconded by Mr. Turcotte, Resolution No. 157 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 158 OF 2021: HIRE JEWEL LEONBRUNO FOR A SEASONAL PART-TIME POSITION UNTIL DECEMBER 31, 2021**

**WHEREAS**, the Boatwash attendants are done for the season, and

**WHEREAS**, the Senior Building Maintenance Mechanic is going to be out five weeks,

**BE IT RESOLVED**, to hire Jewel Leonbruno for a seasonal part-time position until December 31, 2021 at \$15.05 per hour.

On a motion by Supervisor Leggett, seconded by Mr. Turcotte, Resolution No. 158 of 2021 was **ADOPTED**.

AYE 5 NO 0

**RESOLUTION NO. 159 OF 2021: APPROVE BUDGET ADJUSTMENTS AND AUTHORIZE PAYMENT OF ABSTRACT OF CLAIMS**

**WHEREAS**, the bookkeeper and the Supervisor have prepared a chart of adjustments, and **WHEREAS**, the Town Clerk has entered the vouchers and created an Abstract of Audited Vouchers No. 10 of 2021, and

**WHEREAS**, the Town Board has reviewed the adjustments and Abstract No. 10 of 2021,

**BE IT RESOLVED**, the Board accepts the following budget adjustments and accepts the Abstract of Claims and authorizes payment as presented.

**BUDGET ADJUSTMENTS - OCT TOWN BOARD MEETING**

<b>Code</b>	<b>Budget Adjustment-Increase</b>	<b>Amount</b>	<b>Code</b>	<b>Budget Adjustment - Increase</b>	<b>Amount</b>
DA2665	Sale of Equipment	5,000.00	DA5110.4	General Repairs Contractual	5,000.00
DA2665	Sale of Equipment	6,800.00	DA5112.2	Capital Improvement	6,800.00
A2705B	Youth Ball Programs	3,660.40	A7310.4	Youth Rec Contractual	3,660.40
<b>Code</b>	<b>Budget Adjustment-Increase</b>	<b>Amount</b>	<b>Code</b>	<b>Budget Adjustment- Decrease</b>	<b>Amount</b>
A1420.4	Attorney Contractual	1,500.00	A1990.4	Contingent Acct	1,500.00
A1620.4	Town Municipal Center - Contractual	10,200.00	A1990.4	Contingent Acct	10,200.00
A4560.4	Medic Contractual	1,800.00	A4560.2	Medic Equipment	1,800.00
A6410.43	Publicity Fireworks	6,000.00	A6410.41	Publicitiy Tourism	6,000.00
A6410.494	Publicity Summerfest	1,543.48	A6410.41	Publicity Tourism	1,543.48
A7110.2	Parks Equipment	7,000.00	A1990.4	Contingent Acct	7,000.00

A7140.4	Comm Rec Dyn Hill Contractual	17,325.72	A917	FUND BALANCE	17,325.72
A7140.41	Beach Contractual	347.13	A7140.11	Beach Personnel	347.13
A8810.1	Cemeteries PS	293.82	A8810.4	Cemeteries Contractual	293.82
DA5010.4	CDL Drug Testing	336.00	DA5110.2	General Repairs Cap Outlay Gravel Pit	336.00

***Number 10 of 2021***	
General A	\$141,476.24
Highway DA	\$100,545.83
Library L	\$1,498.80
Loon Lake Park District SP	\$14,027.60
Chestertown Water SW1	\$26,468.56
Pottersville Water SW2	\$2,183.04
Other TA	\$1,593.90
Total	\$287,793.97

On a motion by Mrs. DuRose, seconded by Mr. Packer, Resolution No. 159 of 2021 was **ADOPTED.**

AYE 5      NO 0

Supervisor Leggett thanked the Pottersville Fire Department for hanging the flag for the Race.

On a motion by Mr. Aiken, seconded by Mr. Packer, meeting adjourned at 8:55 pm.

AYE 5      NO 0

Respectfully submitted,

\_\_\_\_\_  
Town Clerk