



Town Board

Special Meeting

July 27, 2023

The Town Board of the Town of Chester convened at the Town of Chester Municipal Center, 6307 State Route 9, Chestertown, New York, at 8:00 am.

Roll Call:

- Supervisor Craig Leggett – Present
- Councilperson Chris Aiken - Present
- Councilperson Karen DuRose – Present
- Councilperson Mike Packer – Present
- Councilperson Larry Turcotte – Present
- Deputy Supervisor Marion Eagan – Present
- Town Clerk, Mindy Conway – Present
- Attorney for the Town, Mark Schachner – Absent

Special Meeting:

Supervisor Leggett **opened** the Special Town Board Meeting at 8:04 am.

Chestertown Water District:

Supervisor Leggett commented that the Board needed to go over Part 2 and Part 3 of the Short Environmental Assessment Form (SEAF).

The Town Board answered the following for Part 2:

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

For Part 3 Determination of Significance the Town Board answered that for question 7a of Part 2 that the proposed action would be moderate to large impact because improvements will be made to the existing water system and checked the following box:

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

RESOLUTION NO. 128 OF 2023: DECLARE THE TOWN OF CHESTER TOWN BOARD LEAD AGENCY UNDER SEQRA REVIEW AND ISSUANCE OF DETERMINATION OF SIGNIFICANCE AND NEGATIVE DECLARATION IN CONNECTION WITH THE CHESTERTOWN WATER DISTRICT IMPROVEMENT PROJECT

WHEREAS, the Town Board has determined to begin an environmental review process under the State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, the Town Board has identified the Project to be a Type I action for purposes of SEQRA review pursuant to 6 NYCRR 617; and

WHEREAS, in connection with the Chestertown Water District Improvement Project, the Town Board, by Resolution, previously authorized the Town Clerk to notify other potentially involved agencies of the Planning Board’s intent to be Lead Agency to conduct a coordinated SEQRA review; and

WHEREAS, the Town Clerk has advised that other involved agencies have been notified and no objections have been received from the notified Agencies of the Town Board’s Intent to be Lead Agency for the Chestertown Water District Improvement Project;

WHEREAS, the State Environmental Quality Review Act (“SEQRA”) requires that the Planning Board undertake a thorough review of the potentially significant adverse environmental impacts prior to making its determination with respect to the Chestertown Water District Improvement Project; and

WHEREAS, the Town Board has reviewed Parts 1, 2 and 3 of the Short Environmental Assessment Form (SEAF);

NOW, THEREFORE

BE IT RESOLVED, that the Town Board of the Town of Chester declares itself Lead Agency for this Action; and

BE IT FURTHER RESOLVED, that in accordance with SEQRA, the Town Board, as Lead Agency, has determined that the Project will not result in any significant adverse environmental impacts and hereby issues a Negative Declaration pursuant to the requirements of SEQRA and directs the Town of Chester Supervisor to complete and sign Part 3 of the SEAF as required for the Determination of Significance, confirming the foregoing Negative Declaration.

On a motion by Councilperson Turcotte, seconded by Councilperson Aiken, Resolution No. 128 of 2023 was **ADOPTED**.

AYE 5 NO 0

Short-Term Rental Permits:

The Town Clerk asked the Board to set a date for when the after the fact fee would go into effect for Short-Term Rental Permits.

Discussion ensued over the amount of the after the fact fee.

RESOLUTION NO. 129 OF 2023: APPROVE APPLYING AN AFTER THE FACT FEE OF \$100 IF A SHORT-TERM RENTAL PERMIT APPLICATION IS NOT RECEIVED BY DECEMBER 31, 2023

WHEREAS, Short-Term Rental Permit Applications will be available October 1, 2023, and **WHEREAS**, the Town of Chester will give a 90-day grace period for a short-term rental owner(s) to apply for a Short-Term Rental Permit,

BE IT RESOLVED, the Town Board approved applying an after the fact fee of \$100 if a Short-Term Rental Permit Application is not received by December 31, 2023 to the \$100 Short-Term Permit Application fee.

On a motion by Councilperson Aiken, seconded by Councilperson DuRose, Resolution No. 129 of 2023 was **ADOPTED**.

AYE 5 NO 0

On a motion by Councilperson Turcotte, seconded by Councilperson DuRose, the meeting adjourned at 8:20 am.

AYE 5 NO 0

Respectfully submitted,

Town Clerk