

Regular and Organizational meeting of the Town of Chester Town Board was held on January 7, 2015 at 7:00 pm at the Town Hall, 6307 State Route 9, Chestertown, NY, 12817.

Roll Call: Mike Packer, Edna Wells, Karen DuRose, Steve Durkish, Frederick H. Monroe, and Attorney for the Town, Mark Schachner.

Public hearing.

The public hearing for the Septic Variance for Frances Lytz was opened by Supervisor Monroe at 7:05 pm. Engineer Tom Hutchins was in attendance representing the applicant. Applicant is seeking a 75' setback from the septic absorption field to the Chester Creek, where a 100' separation is required. This requires a 25' variance. The second request is for a 15' separation from the absorption field to the existing residence where a 20' separation is required, making it a 5' variance. The geometry of the parcel, considering location of the dwelling and the stream location, makes it unfeasible to construct a replacement system that is in compliance with the horizontal setbacks. The system will consist of a 1000 gallon tank, having a shallow absorption bed. Project site is located at 298 Knapp Hill Road, identified as tax parcel #104.10-6-6. The proposed system maximizes setbacks from the stream, which forms the easterly boundary, and represents a vast improvement over existing conditions. Questions regarding placement and other distances were raised by 2 adjoining neighbors, and answered to their satisfaction. The public hearing was closed at 7:11 pm. Following review, the Board finds that:

A. Special circumstances exist in that the size and shape of the lot, coupled with the location of the house and driveway, make it impossible to apply strict application of any provision of the Ordinance which would result in unnecessary hardship, depriving the applicant of the reasonable use of the land involved; and

B. The variance would not be materially detrimental to the purposes and objectives of the Ordinance or to adjoining properties, but would be a substantial improvement, seeing that no wells would be affected, as all interested parties are in the water district; and

C. The granting of the variance is necessary for the reasonable use of the land, and is the minimum variance to alleviate the specific unnecessary hardship found by the Local Board of Health to affect the applicant; and

C. In granting the variance, recommend that any clearing of the property be kept to a minimum.

RESOLUTION #1: APPROVE SEPTIC VARIANCE REQUEST OF FRANCES LYTZ AS PROPOSED.

Introduced by Mrs. DuRose, seconded by Mr. Packer, approve Septic variance request of Frances Lytz for a 25' variance of separation from the absorption field to Chester Creek, and a 5' variance of separation from the absorption field to the existing residence, keeping any clearing of the property to a minimum.

AYE 5 NO 0

Truck bids.

Clerk read the notice to bidders for one 1996 Ford F-350, 2WD, V8 dump truck, having a minimum bid of \$1,500.

Bids submitted as follows:

James W. Graves, Jr.	~	\$1,667.00
Ricky Monroe	~	\$1,700.00
Terry Morrison	~	\$1,965.00

RESOLUTION #2: ACCEPT BID FROM TERRY MORRISON FOR 1996 FORD F-350 DUMP TRUCK.

Introduced by Mrs. Wells, seconded by Mr. Durkish, accept bid to purchase one 1996 Ford F-350, 2WD, V-8 dump truck, as is, from Terry Morrison in the amount of \$1,965.00.

AYE 5 NO 0

RESOLUTION #3: ACCEPT MINUTES OF NOVEMBER 12TH AND DECEMBER 9TH, 2014.

Introduced by Mrs. Wells, seconded by Mr. Durkish, approve Minutes of the November 12th and December 9th, 2014 meetings, as presented.

AYE 5 NO 0

Organization agenda.

Proceedings to be governed by "Robert's Rules of Order."

Appointment authorizations:

Deputy Supervisor ~ Mike Packer

Deputy Highway Superintendent ~ Mike Peet

Monthly Board meetings* to be held on the second Tuesday of each month at 7:00 pm at the Town of Chester Municipal Center

*(Excluding holidays and extenuating circumstances)

Official Depository ~ Glens Falls National Bank

Official Newspaper ~ The Post Star

APPOINTMENTS AND RATES OF PAY:

Historian	Donna LaGoy	\$315M
Water Superintendent/ Building Maint. Mechanic	Jason Monroe	\$21,846 Yr
Sexton	Greg Bolton	\$782A
Budget Officer	Frederick H. Monroe	\$1,603A
Legal Counsel	Miller, Mannix, Schachner	
	Rates by position	
Deputy Supervisor	Mike Packer	\$152A
Zoning Administrator/Sanitary Code Enforcement Officer	Walter Tennyson	\$22,858A
Ass't Water Superintendent	Kim Frazier	\$17.05H
Animal Control Officer	Florence Converse	\$7,276A
Planning Board Chairman/ Members	Paul Little, Chair	\$28 per meeting ea.
ZBA Chair & Members	Ken Marcheselli Chair	\$28 per meeting ea.
NYS Ass'n of Town & Adk. Ass'n of Towns & Villages Delegate & Alt.	Frederick H. Monroe & Edna Wells	None None
Registrar Vital Statistics Service Officer	Pat Smith Frederick H. Monroe	None None

SCHEDULE OF ANNUAL SALARIES:

Supervisor	Frederick H. Monroe	\$33,508
Town Clerk	Pat Smith	\$32,960
Town Justice	James McDermott	\$26,074
Councilwoman	Edna Wells	\$6,333
Councilman	Michael Packer	\$6,333
Councilman	Steve Durkish	\$6,333
Councilwoman	Karen DuRose	\$6,333
Highway Superintendent	Jason Monroe	\$55,138
Assessor	Greg Klingler	
	Chester	\$30,900
	Warrensburg ~	\$25,000
Audit Committee	Edna Wells & Karen DuRose	\$306/A

Health Officer Dr. Ruge \$950/year

HOURLY RATES

Bookkeeper	Bruce Nolin	\$20.30H
Justice Clerk	Karen Griffen	CSEA
Zoning Clerk, Planning Board		
Sec'y and ZBA Sec'y	Jeremy Little	\$12.73H
Real Property Tax Service Ass't	Marion Eagan	\$12.73H
Laborer, Part time		\$10.90H
Library Technician	Alma Alvarez	\$16.72H
Election Inspectors		Paid by County
Director of Youth Programs & Rec Leader-Summer Director		\$5517/Yr
Recreation Assistants		Min Wage
for 1 st year, Min Wage plus 50 Cents 2 nd and Later years.		
Election Machine Custodian's pay		Paid by County
Unsafe Building Inspector		\$76/inspection
Food Pantry Worker ~ Amy Culver		\$11.39H
Library Aide ~ Sharon Berg		\$11.14H
Lifeguards &		\$10.25H
Assistant Lifeguard		\$10.25H
For lessons \$10.75 plus \$.25 second year and later		
Boat Wash Attendants		\$12.87/H
Data Collector ~ Dan Smith		\$15.12H
Court Officer		\$15.91H
Ass't Library Tech ~ Wendy Joy-Hayes		\$12.89H
Records Management Officer		\$15.60H
Lake Constable		\$19.10
Museum ~ Betty Meade	Set by Historical Society	
Temp. Part Time Court Clerk		\$11.17H
Substitute Cleaner		\$11.14H
School Bus Drivers		School Wage

Authorize mileage allowance rate-IRS rate. (\$.575 per mile as of 1/1/15)

Attendance at NY State Association of Towns meeting, Pre-pay bus and registration.

Authorize official bonding of Town Officials.

Authorize Water Superintendent and Assistant to attend Water Works Meeting.

Returned check charge - \$20.00

Authorize Town Clerk to issue Fireworks permits-Penal Law
Section 405.05

RESOLUTION #4: AUTHORIZE AND APPROVE THE ABOVE ORGANIZATION FOR 2015 FOR THE TOWN OF CHESTER: "ROBERT'S RULES OF ORDER", TIME AND PLACE OF BOARD MEETINGS, OFFICIAL DEPOSITORIES, OFFICIAL NEWSPAPER, APPOINTMENT AUTHORIZATIONS, RATES OF PAY, MILEAGE ALLOWANCE RATE, ATTENDANCE AT NYS ASSOCIATION OF TOWNS MEETING AND PREPAYMENT OF BUS, OFFICIAL BONDING OF TOWN OFFICIALS, WATER SUPERINTENDENT AND ASSISTANT TO ATTEND WATER WORKS MEETING, RETURN CHECK CHARGE, ISSUANCE OF FIREWORKS PERMIT, AND PAY ASS'N.OF TOWNS DUES UPON RECEIPT.

Introduced by Mr. Packer, seconded by Mrs. DuRose, approve and authorize the organization for the Town of Chester, 2015: "Robert's Rules of Order", time and place of Board meetings, official depositories, official newspaper, appointment authorization, rates of pay, mileage allowance rate, attendance at NYS Association of Town's meeting and prepayment of bus, official bonding of Town Officials, Water Superintendent and assistant to attend Water Works meeting, return check charge, issuance of fireworks permit, and pay Ass'n. of Towns dues upon receipt.

Privilege of the floor.

Linda Muench questioned the amount of bed tax monies that the Business Alliance would be getting for 2015 so that they could prioritize the events they had planned for the year.

Old Business.

Pellet boiler.

The NYSERDA Engineers have made recommendations regarding our pellet boiler, and if they pay 75% of the cost of it, they want us to put in a steam accumulator, which is basically thermal storage. (The steam goes into a 3,000 gallon tank, which is under pressure and keeps the boiler running most efficiently.) The excess steam goes into the tank, and can be used during periods of low demand. They would also like us to do a lot of upgrades to our system, and they would pay 75% up to \$350,000. If we include the upgrades, the total cost could be \$580,000. If they pay \$350,000, our cost would be close to \$250,000. If we bond that, then we would have to subsidize for the first 10 years. We would like to dedicate the monies received from the timber harvesting, but would still have to borrow \$190,000. At this rate, we would just about break even for the first 10 years, and then start to save about \$18,000 per year after that. By not doing the upgrades, and applying the anticipated \$60,000 from the timber harvesting, we would have to borrow only

\$90,000, and would be saving about \$10,000 per year right away. NYSERDA has paid for all of the engineering to date, but will not fund any project without thermal storage.

RESOLUTION #5: AUTHORIZE SUBMISSION OF APPLICATION TO NYSERDA FOR THE DEMONSTRATION PROJECT FOR BIOMASS HEATING WITH A STEAM ACCUMULATOR, WITHOUT ADDITIONAL CONTROLS, STEAM TRAPS, AND ITEMS NOT ASSOCIATED WITH THE PRIMARY HEATING SYSTEM, OTHER THAN THE CONTROLS FOR THE EXISTING OIL BOILER AND THE BIOMASS BOILER TO WORK IN TANDEM.

Introduced by Mr. Packer, seconded by Mr. Durkish, authorize submission of application to NYSERDA for the demonstration project for biomass heating with a steam accumulator, without additional controls, steam traps and items not associated with the primary heating system, other than the controls for the existing oil boiler and the biomass boiler to work in tandem.

AYE 5 NO 0

New Business.

Committee reports.

Mr. Packer stated that a few changes had been made to the Parks working hours. Mr. Monroe stated that he needs to consult the CSEA agreement before making any decision.

Adk. Shakespeare & National Endowment for the Arts.

This Organization will be applying for the "Our Town" grant from the National Endowment for the Arts. For this grant they need to be partnered with a municipality. The request is a little unclear as to whether they are requesting funds from us, as they are looking for us to include the Scaroon Manor Revitalization in the Town Recreation Plan, which is a State owned facility. The Board is willing to partner with them as long as there is no Town money involved.

RESOLUTION #6: APPROVE PARTNERING WITH ADK SHAKESPEARE & NATIONAL ENDOWMENT FOR THE ARTS APPLICATION, AS LONG AS NO TOWN MONIES ARE INVOLVED.

Introduced by Mrs. Wells, seconded by Mrs. DuRose, approve partnering with ADK Shakespeare & National Endowment for the Arts application, as long as no town monies are involved.

AYE 5 NO 0

Pug Parade.

We have been supporting the Pug Parade through the Chamber, but the Chamber is still unclear whether they will continue to sponsor it. Pam Morin wondered if the Town would like to partner with Town of Horicon, and she has spoken with Matt Simpson who agreed to supply some funding for the event. Until

the Chamber makes a decision, we will table discussion.

Snow and Ice Contract.

Supervisor Monroe stated that the payment to the Town of Chester was just approved for an increase by about \$51,000. Highway Superintendent Jason Monroe publicly (and posthumously), thanked Harry Balz for helping him come up with an accurate number of County miles, etc, and working hard for free for the town, and he is truly grateful for all of Harry's help.

RESOLUTION #7: AUTHORIZE SIGNING OF SNOW AND ICE CONTRACT FOR 2015.

Introduced by Mr. Packer, seconded by Mrs. Wells, authorize signing of 2015 Snow and Ice Contract.

AYE 5 NO 0

Set Date for Fireworks.

With the 4th falling on a Saturday, it was decided to have our fireworks the following week, July 11th, in coordination with Summerfest, rain date being the 12th.

RESOLUTION #8: SET DATE FOR 2015 FIREWORKS.

Introduced by Mrs. DuRose, seconded by Mrs. Wells, set date for Fireworks for July 11th, with a rain date of July 12th.

AYE 5 NO 0

Road Closures.

RESOLUTION # 9: AUTHORIZE TOWN CLERK ADVERTISE SPRING ROAD WEIGHT LIMITS ON MARCH 1ST.

Introduced by Mr. Monroe, seconded by Mr. Packer, authorize Town Clerk advertise spring road weight limits on March 1st.

AYE 5 NO 0

Adirondack Lakes Alliance.

A new organization is forming, comprised of all the Lake Associations in the Adirondacks. They have organized under the same structure as the Adirondack Association of Towns and Villages. They have created five regions, and in each region, have asked the Lake Associations to join. They intend to have meetings in each of those regions between now and the summer. Mr. Monroe attended the meeting in Piseco, and there were over 60 people in attendance, including DEC, APA, etc. There has been a memorandum of understanding drafted, which they are asking Counties, Towns, Villages, Lake Associations, NYS Conservation Council, Adirondack Park Invasive Plant Program, Paul Smith's College, businesses, Adirondack Landowner's Associatons, to all sign onto, along with the Adirondack Lake Alliance. They are requesting some support from the town's to help them get underway until they get their dues structure in

place, just to cover some of the expenses they have in their meetings, and for advertising. Mr. Monroe requested counsel from Attorney Mark Schachner regarding this issue, and whether it is a legitimate public expense. Mr. Schachner was unclear as to how formally organized this entity was. They have a set of bylaws, but have not incorporated yet. Mr. Monroe feels it is a public purpose, as they are trying to come up with a plan to control invasive species, by having an Adirondack wide prevention plan. He feels it is a legitimate expense. We have consistently taken the position that anything that preserves water quality, promotes tourism.

RESOLUTION #10: AUTHORIZE CONTRIBUTION OF \$500 FOR NEWLY FORMED ADIRONDACK LAKES ALLIANCE FOR INITIAL MEMBERSHIP.

Introduced by Mr. Monroe, seconded by Mrs. Wells, authorize contribution of \$500 for the newly formed Adirondack Lakes Alliance for initial membership.

AYE 5 NO 0

Trail Maps.

Maps have been prepared showing our four mountains, and the trails available for Kipp, Stewart, Panther and Meade Mountains in the Town of Chester, copying the Saranac Six, which gives awards for anyone completing the climb of all six mountains. In connection with the Glens Falls Hospital Grant that we are sharing with the school, we can have brochures created for our 4 mountains, and possibly 2 on the Stone Bridge property. Some of this can be funded through the Grant. The cost for the brochures could cost between \$500-\$800. One of the things they will need is a name. Tossed around was "Lake Country Challenge", or "Chester Challenge." Discussion ensued, and the Board is thinking about the "North Warren Challenge". To be continued. Surveyor could prepare a description of the trails without metes and bounds, and Sarah Frankenfeld can prepare bigger versions of the trails. Number of landowners affected was discussed, and talk continued over easements, etc.

Water improvements ~ SEQRA.

Mr. Monroe had met with Engineer Tom Suozzo who has been reviewing our water system improvements. He believes that it's likely that the Legislature and the Governor, having billions of dollars from several lawsuits, will designate some of it to infrastructure. Mr. Suozzo would like us to begin the SEQRA process in the event that we will be eligible when announcement of the grant is made. Some of the improvements would be new water lines, tank improvement, and drilling of a new well. Attorney Schachner stated that these issues should be of no further interest to any other agencies, and the Town of Chester

should have Mr. Suozzo write up a description of the action, and start doing an environmental assessment form. We can then send the Environmental Assessment form to DEC, the NYS Health Dept. and the APA, with the request that they agree that the Town of Chester be lead agency. We want to get this as shovel ready as possible.

RESOLUTION #11: APPROVE CHESTER TOWN BOARD BE DESIGNATED AS SEQRA LEAD AGENCY FOR PROPOSED WATER SYSTEM IMPROVMENTS AND TO NOTIFY DEC, NYS HEALTH DEPARTMENT AND APA OF TOWN'S INTENT TO SERVE AS SUCH.

Introduced by Mr. Durkish, seconded by Mr. Packer, approve Chester Town Board be designated as SEQRA lead agency for proposed water system improvements, and to notify DEC, NYS Health Department and APA of Town's intent to serve as lead agency.

AYE 5 NO 0

Linda Muench asked whether this grant would also cover a central sewer system in the Hamlet. Mr. Monroe explained that the town is not willing to go to the expense for substantial engineering until we know that business properties are willing to be part of such a district and would be willing to pay for it, cover the bonding for it, etc. Residents on existing working septic systems would undoubtedly not want to go to that expense.

Miscellaneous.

Mr. Monroe mentioned a couple of items that he would like to discuss in executive session, one being hiring Tish Edwards to cover a Saturday at the ski tow; the other the 2015 Milfoil contract.

Smart Growth Grant.

Mr. Monroe stated that he had received a call from Jim Martin, LA Group, asking if we would support a Smart Growth Grant application for a feasibility study for affordable housing. Town had talked with Andy Beadnell regarding the former Glendale property. He doesn't seem to be too enthused about it, but would like commercial on Route 9, and housing in the back. If the feasibility study is done, it would put us in a better position to get a grant which would help to subsidize the project. The advantage of the Glendale property is that the topography is flat and it already has water connected to it.

RESOLUTION #12: AUTHORIZE AL MUENCH AND ZONING/PLANNING MEMBERS AND STAFF TO ATTEND SARATOGA PLANNING CONFERENCE.

Introduced by Mr. Packer, seconded by Mrs. Wells, authorize Al Muench and Zoning/Planning Board members and staff to attend

Saratoga Planning Conference. All necessary expenses for same to be a lawful claim against the Town of Chester.

AYE 5 NO 0

Payroll.

Mr. Monroe stated that there needs to be someone as backup for Bruce, to do the payroll when he is away.

RESOLUTION #13: AUTHORIZE SUPERVISOR ADVERTISE FOR PAYROLL CLERK.

Introduced by Mr. Packer, seconded by Mrs. Wells, authorize Supervisor advertise for assistant payroll clerk to fill in occasionally for bookkeeper.

AYE 5 NO 0

RESOLUTION #14: APPOINT EDNA WELLS AS DELEGATE FOR THE TOWN TO VOTE AT THE ASSOCIATION OF TOWNS CONFERENCE.

Introduced by Mr. Monroe, seconded by Mrs. DuRose, appoint Edna Wells as Delegate for the Town of Chester to vote at the Association of Town's Conference in February.

AYE 5 NO 0

RESOLUTION #15: APPROVE PAYMENT OF ABSTRACTS AND CLAIMS PAID PRIOR TO AUDIT.

Introduced by Mrs. Wells, seconded by Mrs. DuRose, approve abstracts and claims paid prior to audit:

General	\$41,080.28	(348-399)
Highway	\$50,698.89	(340-368)
C'town Water	\$ 5,130.98	(58-60)
P'Ville Water	\$ 3,108.98	(62-64)
Loon Lk.Park District	\$12,154.92	(36-38)
Schroon Lk.Pk.Dist	\$ 847.50	(5-5)

2015

General	\$33,896.45	(1-12)
Highway	\$10,414.20	(1-2)

AYE 5 NO 0

On a motion by Mr. Monroe, seconded by Mrs. DuRose, Board went into Executive session at 9:00 pm to discuss the contract negotiations, milfoil contract, potential employee, and the employment of a particular individual.

On a motion by Mrs. Wells, seconded by Mr. Packer, Board came out of Executive session at 9:25 pm.

RESOLUTION #16: DECLINE REQUEST TO HIRE TISH EDWARDS/RESCHEDULE WITH EXISTING STAFF.

Introduced by Mrs. Wells, seconded by Mr. Packer, decline request by John West to hire Tish Edwards, and reschedule staffing with existing staff.

AYE 5 NO 0

RESOLUTION #17: ADOPT HOURS FOR PARKS AND RECS AS SUBMITTED BY COMMITTEE.

Introduced by Mr. Packer, seconded by Mr. Durkish, adopt hours for Parks and Recs as submitted by committee.

AYE 5 NO 0

On a motion by Mr. Packer, seconded by Mr. Durkish, meeting adjourned at 9:35 pm.

Respectfully submitted,

Town Clerk