

Regular Monthly Town of Keene Board Meeting
September 10th, 2024
5:30 P.M. Town Hall
Meeting # 16-24
Resolutions #237-253

Board Members Present: Joe-Pete Wilson Supervisor, Teresa Cheetham-Palen, Robert Biesemeyer, Christopher Daly, Ann Hough, Council Members

Absent:

Town Officials Present: Ann Whitney Town Clerk, Savana Li Water Superintendent, Reginald Whitney Highway Superintendent

Town Counsel Present: Bryan Liam Kennelly, Esq

Members of the Public:

Call to Meeting to Order at 6:20 P.M. by Joe Pete Wilson

Pledge of Allegiance:

Approval of Minutes:

**RESOLUTION TO APPROVE THE AUGUST 13TH, 2024 REGULAR
MONTHLY TOWN BOARD MEETING MINUTES**

RESOLUTION NUMBER: 237-2024

**INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR
ITS ADOPTION, SECONDED BY ANN HOUGH**

Discussion: Ms. Hough stated the Composting service was not free for the first three months; it was a three-month trial.

RESOLVED that the Town Board of Keene has approved the August 13th, 2024 Monthly Town Board Meeting Minutes.

Duly adopted this 10th day of September 2024 by the following vote:

AYES: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson

NAYS: None

Privilege of the Floor:

Town Operations

- **Town Clerk:**

Ms. Whitney asked if anyone had any questions with her August monthly report, no questions.

Ms. Whitney presented the Standard Work Day and asked for a motion to approve the RS 2417-A.

**RESOLUTION TO APPROVE THE RS 2417-A FOR BARBARA DWYER
RESOLUTION NUMBER: 238-2024**

**INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS
ADOPTION, SECONDED BY ANN HOUGH**

RESOLVED that the Town Board of Keene has approved the Standard Work Day and Reporting Resolution for Barbara Dwyer.

Duly adopted this 10th day of September 2024 by the following vote:

AYES: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson

NAYS: None

- **Highway Department:**

Mr. Whitney stated the tank project is almost complete; please stop up take a look. The Highway Crew did a great job and saved the Town a lot of money.

He then added that earlier in the year they said they were not paving because of the County but he had a private contractor come in and they will be paving the short section of Beede Road out to 73. Jointa Lime Company is the company, they has been doing many of the Towns paving. He thinks in the future this is the way we will need to go, the county is not paving much anymore, they have cut back.

Mr. Wilson then added the Highway wants to surplus some items.

**RESOLUTION TO SURPLUS: BRIDGE BEAMS, 5500, AND THE JCV
BACKHOE**

RESOLUTION NUMBER: 239-2024

**INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS
ADOPTION, SECONDED BY ROBERT BIESEMEYER**

RESOLVED that the Town Board of Keene has approved the surplus of the bridge beams, 5500, and JCV backhoe.

Duly adopted this 10th day of September 2024 by the following vote:

AYES: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson

NAYS: None

- **Water Department:**

Mr. Kennelly asked the Board to set a date for a Public Hearing for both Water Districts Water Law.

**RESOLUTION TO SET PUBLIC HEARING OCTOBER 1ST @ 5:45P.M.
FOR WATER DISTRICT #1 WATER LAW**

RESOLUTION NUMBER: 240-2024

**INTRODUCED BY: ANN HOUGH WHO MOVED FOR ITS ADOPTION,
SECONDED BY TERESA CHEETHAM-PALEN**

RESOLVED that the Town Board of Keene has set October 1st at 5:45 p.m.
location Town Hall for Water District #1 Water Law.

Duly adopted this 10th day of September 2024 by the following vote:

AYES: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann
Hough, Joe Pete Wilson

NAYS: None

**RESOLUTION TO SET PUBLIC HEARING OCTOBER 1ST @ 6:00 P.M.
FOR WATER DISTRICT #2 WATER LAW**

RESOLUTION NUMBER: 241-2024

**INTRODUCED BY: TERESA CHEETHAM-PALEN WHO MOVED FOR
ITS ADOPTION, SECONDED BY ANN HOUGH**

RESOLVED that the Town Board of Keene has set October 1st at 6:00 p.m.
location Town Hall for Water District #2 Water Law.

Duly adopted this 10th day of September 2024 by the following vote:

AYES: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann
Hough, Joe Pete Wilson

NAYS: None

**RESOLUTION TO SET PUBLIC HEARING OCTOBER 1ST @ 6:15 P.M.
FOR LOCAL LAW ESTABLISHING PROCEDURES FOR PUBLIC
ACCESS TO RECORDS UNDER THE FREEDOM OF INFORMATION
ACT**

RESOLUTION NUMBER: 242-2024

**INTRODUCED BY: ANN HOUGH WHO MOVED FOR ITS ADOPTION,
SECONDED BY TERESA CHEETHAM-PALEN**

RESOLVED that the Town Board of Keene has set October 1st at 6:15 p.m.
location Town Hall for establishing F.O.I.L Act Local Law.

Duly adopted this 10th day of September 2024 by the following vote:

AYES: Christopher Daly, Robert Biesemeyer, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson

NAYS: None

Ms. Cheetham-Palen asked how summer employee worked out.

Ms. Li stated very well, got several projects done.

Mr. Wilson wanted to point out that the Highway, General, and Water worked well together.

Town Discussion of Old Business:

- **Rooster Comb parking lot toilets and signage**

Mr. Wilson stated that immediately after removing the outhouses from the public parking lot he got calls from other business owners that their porta potties were being swamped. He would like to go ahead with Rooster Comb parking lot, build a platform with a roof that will house two porta potties, move it out near 73, make it more inviting, and put our bulletin board on one end.

Ms. Cheetham-Palen stated until we can figure out how to do a Public Bathrooms there is no other option.

**RESOLUTION TO APPROVE CONSTRUCTION OF A PLATFORM,
ROOF AND KIOSK AT ROOSTER COMB THAT WILL HOUSE TWO
PORTA POTTIES**

RESOLUTION NUMBER: 243-2024

**INTRODUCED BY: ANN HOUGH WHO MOVED FOR ITS ADOPTION,
SECONDED BY TERESA CHEETHAM-PALEN**

Discussion: Mr. Biesemeyer stated we need something to give us an idea of what we are building, a sketch and what this will cost. He stated he is concerned moving forward with any project without conceptual drawings and what it will look like entering the Town.

Mr. Wilson said we would be using in house labor.

Ms. Cheetham-Palen would like to set a cap on this.

Mr. Daly stated we are using Community Enhance Fund for this.

RESOLVED that the Town Board of Keene has approved construction of a platform, and roof, which will house a kiosk and two outhouses with a cap cost of \$7,000 using Community Enhancement Funds.

Duly adopted this 10th day of September 2024 by the following vote:
AYES: Christopher Daly, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson
NAYS: None
ABSTAINED: Robert Biesemeyer

- **Accounting Firm Selection**

**RESOLUTION TO APPROVE DOCUMENT FOR SOLICITING
ACCOUNTING FIRMS TO PREFORM ANNUAL AUDIT OF THE
BOOKS.**

RESOLUTION NUMBER: 244-2024

**INTRODUCED BY: ROBERT BIESEMEYER WHO MOVED FOR ITS
ADOPTION, SECONDED BY CHRISTOPHER DALY**

RESOLVED that the Town Board of Keene has approved the attached document to solicit accounting firms to perform the Towns year-end annual audit.

Duly adopted this 10th day of September 2024 by the following vote:
AYES: Christopher Daly, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson,
Robert Biesemeyer
NAYS: None

Attachment #1-1624

Ms. Hough recommended sending to the Firms that are most local.

- **Bid Awards for Facilities Building Replacement**

Mr. Wilson stated we have one bid to open, bidding closed last week.
Ms. Whitney opened the bid; bid was from Tri-County Contracting for \$374,804.00.

**RESOLUTION TO AWARD BID TO TRI-COUNTY CONTRACTING.
RESOLUTION NUMBER: 245-2024**

**INTRODUCED BY: TERESEA CHEETHAM-PALEN WHO MOVED FOR
ITS ADOPTION, SECONDED BY CHRISTOPHER DALY**

DISCUSSION: Mr. Wilson stated we got no bids last time. This is based off the engineered plans we provided.

Mr. Biesemeyer stated he didn't feel we could afford it.

Ms, Cheetham-Palen asked what will we do.

Mr. Biesemeyer said we have to deal with what we have, it isn't a necessity.

Ms. Cheetham-Palen stated she remembered asking if this was there room at the Highway and the answer was no. Is there a different way to do it?

Mr. Biesemeyer said we could do prefab. Go back to the drawing board and get something more affordable.

Mr. Daly asked if we knew the differences between the bids, the one with out the engineered plans and then this one.

Mr. Wilson said it was \$200,000 less. Original proposal was to do a metal building, which was cheaper.

Mr. Biesemeyer stated we need to go back to the drawing board and see what we actually need for a building.

Ms. Hough stated she agrees with Bob, could we down size the building and get the price down.

RESOLVED that the Town Board of Keene accept the one bid we received for \$374,804.00.

ROLL CALL VOTE:

Christopher Daly: No

Ann Hough: No

Joe Pete Wilson: Didn't Vote

Teresa Cheetham-Palen: No

Roberter Biesemeyer: No

Dined this 10th day of September 2024

Ms. Hough is unclear what this building is used for aside from storage. She is unclear what they need and what it is going to be used for.

Mr. Daly stated there was a motion made, it was seconded, there was a roll call vote and the vote has been had, we are done.

Mr. Kennely stepped in stated we are outside the agenda. He asked each Board member if they were done.

Christopher Daly: Done

Ann Hough: Done

Teresa Cheetham-Palen: Done

Robert Biesemeyer: Talk to Trey.

New Business:

- **Black Fly Permit**

Mr. Wilson stated he will be reapplying for the Black Fly Treatment.

- **Composting Pilot Program**

Ms. Hough addressed a question Bill Ferbee had, who's insurance would be responsible if someone gets attacked by a bear, that would fall on the Town's

insurance. Second question was if any other Towns were doing this and the only one so far is Tupper Lake.

Ms. Hough then went into the details of pricing. If the bins are full it is \$12.50 to remove and replace. They will have 3 bins, the most it will cost is \$150.00 a month and that is if we fill all three bins. They pick up once a week.

RESOLUTION TO APPROVE THE COMPOSTING PROJECT WITH BLUE LINE COMPOSTING AND REEVALUATE IN THREE MONTHS.

RESOLUTION NUMBER: 246-2024

INTRODUCED BY: ROBERT BIESEMAYER WHO MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH

RESOLVED that the Town Board of Keene has approved the contract with Blue Line Composting for a three-month trial, costing up to \$150.00 per month:

AYES: Christopher Daly, Teresa Cheetham-Palen, Ann Hough, Joe Pete Wilson, Robert Biesemeyer

NAYS: None

Mr. Wilson shared a flyer for a Sustainability & Energy Fair in the Town of Jay
Attachment #2-162024

Ongoing Local Law Process:

- Still on hold, waiting on the Governor.

Budget Resolutions:

- **Resolution to Transfer Funds:**

RESOLUTION TO TRANSFER FUNDS

RESOLUTION NUMBER: 247-2024

INTRODUCED BY: ANN HOUGH WHO MOVED FOR ITS ADOPTION, SECONDED BY TERESA CHEETAM-PALEN

RESOLVED that the Town Board of Keene accept the following transfers:

Within the General Fund:

\$2000.00 out of 1990.4 Contingency Account

\$,2000.00 into 1430.01 Personnel PS

\$10,000.00 out of 1990.4 Contingency Account

\$10,000.00 into 1620.01 Buildings PS

\$800.00 out of 1990.4 Contingency Account
\$800.00 into 1660.4 Central Supply CE
\$1,000.00 out of 1990.4 Contingency Account
\$1000.00 into 1910.4 Central Supply CE
\$5,000.00 out of 6326.4 CEF
\$1000.00 into 7110.4 Parks CE
\$13,682.02 out of 1990.4 Contingency Account
\$13682.02 into 7310.01 Youth Programs PS Summer Staff
\$1,630.37 out of 1990.4 Contingency Account
\$1630.37 into 7310.04 Youth Programs CE Summer Program
\$4,500.00 out of 6326.4 CEF
\$4,500.00 into 7550.4 Celebrations CE

Within the Highway Fund:

N/A

Within the Library Fund:

N/A

Within the SW#1:

Resolution to revise resolution 206-2024 \$1453.44 out of 8320.2
Source Power Pump E EQ
\$4000.00 into 8320.04 Source Power Pump C CE
Resolution to revise resolution 233-2024 \$4000.00 out of 8320.2
Source Power Pump E EQ
\$4000.00 into 8320.04 Source Power Pump C CE
\$2,000.00 out of 8320.02 Source Power Pump E EQ
\$2,000.00 into 8320.04 Source Power Pump C EG

Within the SW#2:

N/A

Duly adopted this 10th day of September 2024 by the following vote:
AYES: Christopher Daly, Ann Hough, Teresa Cheetham-Palen, Robert
Biesemeyer, Joe PeteWilson

NAYS: None

- **Resolution to amend the 2024 budget:**

**RESOLUTION TO AMEND THE 2024 BUDGET
RESOLUTION NUMBER: 248-2024
INTRODUCED BY: TERESA CHEETHAM-PALEN WHO
MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH
RESOLVED** that the following budget amendments be approved:

GENERAL FUND

Resolution to revise resolution #231-2024 to increase line 7110.04
Parks CE by
\$60,000.00 to be transferred from 6326.4 CEF
Resolution to increase line #1110.4 Justice CE by \$5,836.00 to be
transferred from 909.01 Fund Balance

HIGHWAY FUND

Resolution to increase line #5112.4 Permanent Improvement by
\$4,204.64 to be
transferred from 909.03 Fund Balance

LIBRARY FUND

Resolution to revise resolutions 209-2024 230-2024 and remove these
transfers. Not
Needed to increase line 7410.04.06.04 Library CE by \$5,000.00

WATER DISTRICT SW 1

N/A

WATER DISTRICT SW 2

N/A

Duly adopted this 10th day of September 2024 by the following vote:
AYES: Christopher Daly, Ann Hough, Teresa Cheetham-Palen, Robert
Biesemeyer, Joe Pete Wilson
NAYS: None

Supervisors Report: Drafts January 2024 through August 2024

Mr. Wilson explained Cindy can go through any of these with you, if any wants detail of any of these accounts.

Audit Bills:

RESOLUTION TO PAY THE ONLINE BILLS

RESOLUTION NUMBER: 249-2024

INTRODUCED BY TERESA CHEETHAM-PALEN WHO MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH

RESOLVED that the Town Board approve to pay the online bills.

Duly adopted this 10TH day of September 2024 by the following vote:

AYES: Teresa Cheetham-Palen, Robert Biesemeyer, Ann Hough, Christopher Daly, Joe Pete Wilson

NAYS: None

RESOLUTION TO PAY VOCHOUR 706, FOR \$26,237.52

RESOLUTION NUMBER: 250-2024

INTRODUCED BY CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION, SECONDED BY TERESA CHEETHAM-PALEN

RESOLVED that the Town Board approve voucher #706 for \$26,237.52, voucher needs to be charger to the sand and gravel account.

Duly adopted this 10TH day of September 2024 by the following vote:

AYES: Teresa Cheetham-Palen, Robert Biesemeyer, Ann Hough, Christopher Daly, Joe Pete Wilson

NAYS: None

RESOLUTION TO PAY TRI-COUNTY \$40,025.00

RESOLUTION NUMBER: 251-2024

INTRODUCED BY CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION, SECONDED BY TERESA CHEETHAM-PALEN

RESOLVED that the Town Board approve to pay Tri-County \$40,025.00, Clerk was out unexpectedly and invoice was not included in abstract when printed.

Duly adopted this 10TH day of September 2024 by the following vote:

AYES: Teresa Cheetham-Palen, Robert Biesemeyer, Ann Hough, Christopher Daly, Joe Pete Wilson

NAYS: None

RESOLUTION TO AUDIT THE VOUCHERS

646 THROUGH 721, 2024

RESOLUTION NUMBER: 252-2024

**INTRODUCED BY CHRISTOPHER DALY WHO MOVED FOR ITS
ADOPTION, SECONDED BY TERESA CHEETHAM-PALEN
RESOLVED** that the Town Board approve the following bills minus 706 (pay as
stated in Resolution 250-2024) and prepaid bills.

Multi-Fund Vouchers numbered 646 through 721,2024 totaling \$191,223.35 as
follows:

General Fund Bills \$113,060.03
Highway Fund Bills \$65,632.47
Library \$243.42
Water District #1 \$2,088.19
Water District #2 \$8,249.24
Community Enhancement Fund \$1,950.00

Duly adopted this 10TH day of September 2024 by the following vote:

AYES: Teresa Cheetham-Palen, Robert Biesemeyer, Ann Hough, Christopher
Daly, Joe Pete Wilson

NAYS: None

Adjourn:

**RESOLUTION TO ADJOURN
RESOLUTION NUMBER: 253-2024**

**INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS
ADOPTION, SECONDED BY ROBERT BIESEMEYER**

RESOLVED that the Town Board of Keene has completed all business and
hereby adjourns the Regular Meeting at 7:32 P.M.,

Duly adopted this 10th day of September 2024 by the following vote:

AYES: Christopher Daly, Robert Biesemeyer, Ann Hough, Teresa Cheetham-
Palen, Joe Pete Wilson

NAYS: None

Ann Whitney
Town Clerk
Town of Keene

[Accounting Firm & Address]

Ladies & Gentlemen:

The Town of Keene is requesting a fixed fee proposal from your firm to provide certain audit services to the Town.

Your firm must be properly licensed for public practice as a Certified Public Accountant and meet the independence requirements of the Standards for Audit of Governmental Organizations, Programs, Activities and Functions published by the United States General Accounting Office. Your firm must certify to the Town that no records of substandard audit work by your firm exists.

Services requested are the performing, on behalf of the Town Board, the annual audit required by NYS Town Law Section 123.

Please submit your proposal in writing prior to _____, 2024 to:

Joseph P Wilson Jr
Town Supervisor
Town of Keene
10892 NYS Route 9N
Keene NY 12942

Questions may be directed to the Town Supervisor at 518 576 4444 or at supervisor1@townofkeeneny.gov

Thank you in advance for your interest. We look forward to receiving your proposal.

Very truly yours,

Sustainability & Energy Fair

Jay Village Green
Amos & Julia Ward Theater
15 Parkside Road Jay, NY

Attachment #2-1624
Saturday
Sept. 14th, 2024
10 a.m. to
3 p.m.

Electric Vehicles, Contractors, Product Vendors, Educational and Environmental Organizations, non-profits, plus more!

Family Fun Day

- Concert Fultons Folly
11 a.m. - 2 p.m.
- Clown/Face Painting
10:30 a.m. - 1:30 p.m.
- Circus Dance & Hula Hoop
12:30 p.m. - 2:30 p.m.
- Food and Refreshments

Seminars

- Electric Vehicles (EV) Q&A
11 a.m.
- Heat Pumps and Solar
12 p.m.
- Composting
1 p.m.
- Why EV's is a smart choice for the ADK 2 p.m.



Thank you to our sponsors:

Ward Lumber, ADK Solar, High Peaks Heat Pumps, APEX Energy Tek, Adirondack Heat Pumps, Hyde Fuel, Sierra Pacific Windows, Della Auto Group, JEMS, Au Sable River Valley Business Association, and Stewart's Shops

