

Regular Monthly Town of Keene Board Meeting
November 12th, 2024
5:30 P.M. Town Hall
Meeting # 20-24
Resolutions #302-313

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, Reginald Whitney Highway Superintendent , Emily Whitney DCO

Town Counsel Present: Bryan Liam Kennelly, Esq

Members of the Public:

Call to Meeting to Order at 5:32 P.M. by Joe Pete Wilson

Pledge of Allegiance:

Approval of Minutes:

RESOLUTION TO APPROVE THE OCTOBER 22ND, 2024 BI-MONTHLY MEETING MINUTES

RESOLUTION NUMBER: 302-2024

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

RESOLVED that the Town Board of Keene has approved the October 22nd, 2024 Bi-Monthly Meeting Minutes.

Duly adopted this 12th day of November 2024 by the following vote:

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

NAYS: None

Privilege of the Floor:

Mr. Biesemeyer wanted to recognize Nancy Edmunds for the generous donation of \$1,000.00 to the Library.

Town Operations

- **Town Clerk:**

Ms. Whitney ask if anyone had any questions with her monthly reports. She then wanted to clarify that the December 19th meeting is a Thursday not a Tuesday as it was written on the calendar.

Ms. Whitney then asked about the cemetery rules and regulations that were revised by Featherstonhaugh, Clyne & McCardle, LLP, who were recommended to us by the New York State Cemetery Association.

Mr. Kennelly stated they are very thorough and I think these need to be put into place.

RESOLUTION TO APPROVE THE PROPOSED RULES, REGULATION AND THE MEMORIALIZATION APPLICATION

RESOLUTION NUMBER: 303-2024

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

Discussion: Mr. Wilson asked to add no hunting and make the speed limit to 10mph.

RESOLVED that the Town Board of Keene has approved the Rules and Regulation of Town of Keene Cemeteries and the Memorialization Application.

Duly adopted this 12th day of November 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 they are almost ready for winter. Surplus should be hitting soon.

Mr. Wilson added a quick FEMA update, he is submitting the last of the paper work on the July storm which he feels is pretty straight forward and also less than 1 million but the bridge in August, if it is over 1 million 37 thousand, it becomes a large project. If this happens then it turns into much more rigorous paper work, we have to have an independent auditor to oversee the finances. We are working with the county, Todd Hutchinson, he will help us with the paper.

Mr. Whitney then stated he has filled his open position with Ryan Hall.

RESOLUTION TO APPROVE RYAN HALL TO FILL THE VACANT POSITION AS HEO

RESOLUTION NUMBER: 304-2024

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

RESOLVED that the Town Board of Keene has approved Ryan Hall to fill the open HEO position starting December 2nd, 2024.

Duly adopted this 12th day of November 2024 by the following vote:

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

NAYS: None

• **Water Department:**

Mr. Wilson stated that Savana was away but provided everyone with a water report and if questions we could call her.

Mr. Wilson then explained he spent time in Etown answering questions for the WIIA grant for WD #2. We have been awarded \$3.8 million from the Grant. The program is 60 % WIIA Grant and 40% Town of Keene. The water debt will double. Joe Pete would like to keep it to \$800,000 then the rent will not double.

RESOLUTION TO APPROVE THE PURCHASE OF A NEW LINE LOCATOR

RESOLUTION NUMBER: 305-2024

INTRODUCED BY: CHRISTOPHER DALY WHO MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH

RESOLVED that the Town Board of Keene has approved the purchase of a new line locator for \$3,630.00.

Duly adopted this 12th day of November 2024 by the following vote:

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

NAYS: None

RESOLUTION TO APPROVE PURCHASE OF A NEW FLOW METER FOR WATER DISTRICT #1

RESOLUTION NUMBER: 306-2024

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

RESOLVED that the Town Board of Keene has approved the purchase of a new flow meter for WD #1 , \$1,449.00.

Duly adopted this 12th day of November 2024 by the following vote:

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

NAYS: None

Town Discussion of Old Business:

- **Adopt 2025 Budget**

RESOLUTION TO ADOPT THE 2025 BUDGET

RESOLUTION NUMBER: 307-2024

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

DISCUSSION: Mr. Wilson stated the only change from Preliminary to the Adopted is the amount that will be transferred to Capital Reserves from WD #1, it is adjusted to \$7,633.00 and WD #2 \$17,257.00. This did not change anything in the summary.

RESOLVED that the Town Board of Keene has Adopter the 2025 Budget.

Duly adopted this 12th day of November 2024 by the following vote:

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

NAYS: None

Mr. Wilson wanted to update on the RFP for an Accountant, we have not had any responses.

- **Farmers Market Agreement**

Mr. Wilson wanted to update the Board; they have now paid for this past season but still no signed agreement from 2024.

Mr. Daly stated we should not spend any further time on talking about the agreement for this coming year. We should not go out of our way getting them an agreement for next year until we get this year back.

Mr. Wilson asked to identify things we are concerned about; no market until we get payment, a signed agreement, and proof of insurance before the Market starts in 2025.

Mr. Kennelly stated the only other thing is price.

Mr. Wilson said we put \$6,000 in the 2025 Budget for the fee. He then asked if we want to put a limit on the number of vendors.

Ms. Hough would rather limit vendors then increase the fee.

Mr. Wilson asked about the parking around the oval. He would like to figure out how to manage this.

Ms. Hough wants to say she feels we are trying to push the Market out. She does not want it to come across this way.

Mr. Wilson asked Liam to sum up the points and he will reach back out to Brendon and ask for the signed agreement.

Mr. Daly stated we are not trying to push them out; it is our job to manage the town asset. Marcy field is a town asset.

New Business:

- **NYSERDA Grant**

Ms. Cheetham-Palen wanted to advise that we are eligible to apply for the \$50,000 grant. Planning at this point to do a heat pump project in the Keene Public Library this makes the most sense.

**RESOLUTION TO APPLY FOR AND ACCEPT IF AWARDED A
NYSERDA GRANT FOR \$50,000**

RESOLUTION NUMBER: 308-2024

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

DISCUSSION: Mr. Cheetham-Palen added if any leftover we could put it towards electric lawn equipment.

RESOLVED that the Town Board of Keene has approved to apply, accept if awarded, a NYSERDA grant of \$50,000 to be used for a heat pump for the Keene Public Library.

Duly adopted this 12th day of November 2024 by the following vote:

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

NAYS: None

Ms. Cheetham-Palen wanted to advise that there is a Climate Resiliency Listening Tour this Thursday the 14th at the Whallonsburgh Grange at 2:00 if anyone can go.

Local Law Process:

- **Draft Leash Law Discussion**

Mr. Kennelly explained that a couple years ago there was discussion of doing a comprehensive dog law. He put everything in this draft for the Board to go through. Liam touched base on the sections and asked the board to go through it and we can adjust what the Board feels is needed.

Mr. Wilson stated I think we need to go back to the information provided by Emily and we see out of the 52 cases, 33 were due to off leash.

Ms. Emily Whitney added she has never had barking dog complaints; they are either dog bites, or dogs running loose.

Mr. Wilson asked Liam to clean up the draft he provided and return it to the Board so we can review and set a date for a Public Hearing at our next meeting.

Budget Resolutions:

- **Resolution to Transfer Funds:**

**RESOLUTION TO TRANSFER FUNDS
RESOLUTION NUMBER: 309-2024
INTRODUCED BY: ROBERT BIÈSEMAYER WHO MOVED
FOR ITS ADOPTION, SECONDED BY CHRISTOPHER DALY
RESOLVED** that the Town Board of Keene approve the following
transfers:

Within the General Fund:

\$1,000.00 out of 1355.2 Assessor's EQ
\$1,000.00 into 1355.4 Assessor's CE
\$3,000.00 out of 1990.4 Contingency Account
\$3,000.00 into 1660.4 Central Supply CE
\$2,000.00 out of 1990.4 Contingency Account
\$2,000.00 into 1910.4 Unallocated Insurance
\$2,000.00 out of 1990.4 Contingency Account
\$2,000.00 into 5182.4 Street Lighting CE
\$28.27 out of 1990.4 Contingency Account
\$28.27 into 5650.01 Hiker Parking PS
\$250.00 out of 7310.2 Youth Programs EQ
\$2250.00 into 7310.4 Youth Programs CE Summer Program
\$1425.76 out of 7310.4 Youth Programs CE Rink
\$2,000.00 into 7310.4 Youth Programs CE Summer Program
\$400.00 out of 2115.1 Planning Board Fees
\$400.00 into 8020.01 Planning PS
\$9.74 out of 8020.2 Planning EQ
\$9.74 into 8020.4 Planning CE

Within the Highway Fund:

N/A

Within the Library Fund:

N/A

Within the SW#1:

Within the SW#2:

N/A

Duly adopted this 12th day of November 2024 by the following vote:
AYES: Christopher Daly, Ann Hough, Teresa Cheetham-Palen, Robert Biesemeyer, Joe Pete Wilson
NAYS: None

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

RESOLUTION TO AMEND THE 2024 BUDGET

RESOLUTION NUMBER: 310-2024

**INTRODUCED BY: TERESA CHEETHAM-PALEN WHO
MOVED FOR ITS ADOPTION, SECONDED BY ANN HOUGH
RESOLVED** that the Town Board of Keene approve the following

transfers:

GENERAL FUND

Resolution to increase line #1610.1 Central Services PS by \$9,000.00
to be

transferred from 909.01 Fund Balance.

Resolution to increase line #5650.4 by \$16203.40 to be
transferred from 909.01 Fund Balance.

Resolution to increase line #7110.1 Parks PS by \$10,000.00 to be
transferred from 909.01 Fund Balance.

Resolution to increase line #7110.4 Parks CE by \$30,000.00 to be
transferred from 7110.4 Parks CE CEF (Roost)

Resolution to increase line #7150.01 Recreation Facilities PS by
\$2,000.00 to be

transferred from 909.01 Fund Balance.
Resolution to increase line #8810.4 Cemeteries CE by \$3,000.00 to be transferred from 2190.1 Sale of Cemetery Lots.

HIGHWAY FUND

Resolution to increase line #5110.1 by \$25,000.00 to be transferred from 909.03 Fund Balance.

Duly adopted this 12th day of November 2024 by the following vote:
AYES: Christopher Daly, Ann Hough, Teresa Cheetham-Palen, Robert Biesemeyer, Joe Pete Wilson
NAYS: None

Supervisors Report:

Drafts for Supervisors Reports provided for January 2024 through October 2024, also the Multifunds.
On file with the Town Clerk

Audit Bills:

RESOLUTION TO PAY THE ONLINE BILLS

RESOLUTION NUMBER: 311-2024

INTRODUCED BY ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION, SECONDED BY TERESA CHEETHAM-PALEN

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

Duly adopted this 12TH day of November 2024 by the following vote:

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

NAYS: None

ABSTAINED: Ann Hough

RESOLUTION TO AUDIT THE VOUCHERS

852 THROUGH 896, 2024

RESOLUTION NUMBER: 312-2024

INTRODUCED BY ROBERT BIESEMEYER WHO MOVED FOR ITS ADOPTION, SECONDED BY TERESA CHEETHAM-PALEN

RESOLVED that the Town Board approve the following bills and prepaid bills.

Multi-Fund Vouchers numbered 852 through 896,2024 totaling \$159,055.74 as follows:

General Fund Bills \$106,075.22

Highway Fund Bills \$47,906.34

Library \$152.19

Water District #1 \$1,675.82

Water District #2 \$3,177.51

Duly adopted this 12TH day of November 2024 by the following vote:

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

NAYS: None

ABSTAINED: Ann Hough

Adjourn:

RESOLUTION TO ADJOURN

RESOLUTION NUMBER: 313-2024

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

RESOLVED that the Town Board of Keene has completed all business and hereby adjourns the Regular Meeting at 6:53 P.M.,

Duly adopted this 12th day of November 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