

**TOWN BOARD MEETING
JANUARY 25, 2023
7:00 PM**

Supervisor Valentine opened the meeting at 7:00pm followed by a salute to the flag. Members present:
Supervisor Valentine, Councilman Ardisana, Councilman Courtenay, Councilman Holdridge, Councilwoman Smith

Also present: Scott Bonacic, Esq., Town Attorney, Al Fusco, Town Engineer

PUBLIC COMMENTS

Shannon Ferraro, VP Chester Soccer Club addressed the Board on the matter of the Commons Park fields. She asked for a dialog concerning the proposal offering assistane in the repair of the fields on the right with top soil and water. Supervisor Valentine said it is a big project and every available asset would be utilized but the Park was never designed to be used as fields. Councilwoman Smith asked if top soil would remedy the problem. The Supervisor said it would not be enough.

Caroline Negersmith, Chester Soccer Club addressed the Board on the matter of the Commons Park fields. She said they have often filled in holes, put up cones and safety nets, taken down behives. She asked the Board to identify the resources and work on fixing one field this spring. She said they would support a community day event to restore the field.

Miguel Pena, Chester Soccer League member said he and his friend would help to fix the soccer fields.

Larry Dysinger, 46 Odyssey Drive addressed the Board on the matter of the Wards. He said there is a discrepancy with the Ward system as set up by the Board, with Town Law S85. He said the State criteria for creation is based on voters and in 4 or 6 wards while the Town code is based on population in 4 wards. He added they proposition should have asked if there should be 4 or 6 wards. He asked that district map be posted to website and consider a referendum for a change to 6 wards which would give more representation.

Tracy Shuh, 94 Pickerel informed the Board on the Henry Farms project in Monroe that was in hiatus for 20 years, after flaws in the SEQR process, no sewer capacity and failure to analyze the water supply led to a settlement of reduced lots with less impact. The well is drawn under an unlined but closed landfill which may impact quality and if it goes dry they will have to dig deeper to provide water. In an effort to protect constituents she brings this to the Board's attention. The Town of Monroe Planning Board has 60-90 days to approve.

Richard Logothetis, 1405 Kings Highway asked the Town Board to revisit the County 13 (Kings Highway) speed reduction which went from 50 to 40mph. He said this has led to three times the number of cars parading the road with cars passing on the yellow line. He asked the Board to petition to restore the 50mph zone.

Lydia Cuadros, FB, asked for the detail of the work on the Sugar Loaf well. Supervisor Valentine replied the old well has been sealed off. The new well is 600ft deep providing a larger amount of water. He added, the Town has approved testing and infrastructure to get the well online.

OME CONCERTS PRESENTATION

Stephanie Ferrell and Lorrain Stedman addressed the Board with a proposal to bring outdoor concerts to the Sugar Loaf Performing Arts Center. The series is expected to bring between 2,000-3,000 attendees. They will provide security and abide by curfews, bring vendors with proper permits, pending liquor licensed sales and parking on-site. Discussions are underway with the Sugar Loaf Fire Department for overflow parking. They would like to offer 3-5 events per summer and would utilize the PAC's bathrooms and porta-johns if necessary. EMS would be on standby. They had ticket sales of 6,500 in 2022 and 5,600 sold, to date, in 2023. They offered an increased rental and alcohol sales. They will have an emergency plan for every concern and an EAP for severe weather affecting performances. They will work on the schedule not to compete with area concerts and would like to hold these shows on weekends.

ACCEPTANCE OF MEETING MINUTES

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay to accept the Minutes of the Reorganization Meeting of January 11, 2023, as presented by Town Clerk Zappala.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

NYS LAW CHAPTER 670 FIREFIGHTER EXEMPTION

Supervisor Valentine introduced a discussion concerning the new State law which if adopted by the Town can exempt up to 10% of assessed value for volunteer firefighter and EMS workers Attorney Bonacic said the Town will have to look at the monetary implications for this exemption which would be enacted by local law. The Supervisor noted the deadline for filing an exemption would be March 1 and the timeline may be too close to adopt ahead of this date.

APPOINT WATER OPERATOR

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Ardisana to appoint John Mardula as Water Treatment Operator for the Town of Chester.

DISCUSSION: The appointment is effective immediately at 90% of the current rate for Water Operator.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

LABORER POSITION

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay to direct Town Clerk Zappala to post for the position of Laborer for the Water Department.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

BUDGET MODIFICATIONS*

Supervisor Valentine introduced the year end budget modifications prepared by the bookkeeper through simple line item changes. Councilman Courtenay asked about the \$390,000 adjustment that needs to be made. Supervisor Valentine replied they include A fund line items along with \$239,862 B fund line modifications. \$171,595.19 will be added to the budget from AARPA for the water district modifications.

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Ardisana to accept the budget modifications for 2022.

DISCUSSION: Councilman Courtenay asked if a meeting could be arranged with the accountant for a better understanding.

<i>2022 Year End Budget Adjustments</i>

DATE	GL NO.	DESCRIPTION	Account	From Dr	To Cr
		SUPERVISOR EQUIPMENT	A-1220-200	4,085.45	
		<i>SUPERVISOR PERSONAL SVC</i>	A-1220-100		4,085.45
		TAX COLL CONTRATUAL EXP	A-1330-400	795.86	
		<i>TAX COLL PERSONAL SVC</i>	A-1330-100		795.86
		TOWN CLERK PERSONAL SVC	A-1410-100	988.14	
		<i>TOWN CLERK CONTRACT EXP</i>	A-1410-400		988.14
		SUPT OF HWY CONT EXP	A-5010-400	544.37	
		<i>SUPT OF HWY PERS SVC</i>	A-5010-100		544.37

	PARKS & REC PERS SVC	A-7140-100	15,746.00	
	PARKS PERS SVC	A-7110-100		15,746.00
	PARKS & REC CONT EXP	A-7140-400	10,064.59	
	PARKS CONT EXP	A-7110-400		10,064.59
	SUMMER CAMP PERS SVC	A-7145-100	50,000.00	
	SUMMER CAMP CONT EXP	A-7145-400	6,463.59	
	GIFTS & DONATIONS REVENUE	A-2705-000	28,500.00	
	SLPAC REVENUE	A-2025-000	25,475.00	
	PERFORMING ARTS PERS SVC	A-7230-100	16,309.65	
	ARPA REVENUE	A-4089-000	10,538.92	
	PERFORMING ARTS CONTRACTUAL	A-7230-400		137,287.16
	SUPERVISOR CONT EXP	A-1220-400	32.99	
	LIBRARY CONT EXP	A-7410-400		32.99
	DIAL A BUS CONT EXP	A-5630-400	32,000.00	
	ECO DEVELOP PUB CONT EXP	A-6410-400	1,000.00	
	VET SERV CONT EXP	A-6510-400	1,000.00	
	PROGRAM FOR THE AGING	A-6772-400	1,284.27	
	MUNICIPAL ASSN DUES	A-1920-400	2,500.00	
	JUDGEMENTS & CLAIMS	A-1930-400	489.81	
	ATTORNEY CONT EXP	A-1420-400		38,274.08
	ASSESSOR PERS SVC	A-1355-100	2,939.87	
	JUSTICE PERS SVC	A-1110-100		2,939.87
	JUSTICE EQUIPMENT	A-1110-200	1,647.47	
	JUSTICE CONT EXP	A-1110-400		1,647.47
	TOWN BOARD PERS SVC	A-1010-100	2,777.90	
	ASSESSOR CONT EXP	A-1355-400	1,434.15	
	TOWN BOARD CONT EXP	A-1010-400		4,212.05
	PARK & REC PERS SVC	A-7140-100	765.00	
	INDEPENDENT AUDITING/ACCT	A-1320-400		765.00
	HWY GARAGE INTEREST	A-9730-760	4,232.00	
	GLENMERE DEBT	A 9730-640	768.00	
	HWY GARAGE PRINCIPAL	A-9730-660		5,000.00
	RECORDS MGMT CONT EXP	A-1460-400	2,566.44	
	ASSESSOR PERS SVC	A-1355-100	5,082.56	
	RECORDS MGMT PERS SVC	A-1460-100		7,649.00
	HISTORIAN PERS SVC	A-7510-100	441.76	
	HISTORIAN CONT EXP	A-7510-400	23.24	
	REFUSE & GARBAGE CONT EXP	A-8160-400		465.00
	GLENMERE DEBT	A-9730-640	1.00	
	SENIOR BLDG PRINIPAL	A-9730-610		1.00
	ASSESSORS EQUIPMENT	A-1355-200	320.36	
	CONTROL OF DOGS CONT EXP	A-3510-400		320.36
	TAX COLLECTOR CONT EXP	A-1330-400	2,258.43	
	ASSESSMENT BD REVIEW PERS SVC	A-1360-100	613.88	
	REFUND ON REAL PROPERTY TAX	A-1964-400		2,872.31

	STATE RETIREMENT	A-9010-800	100,352.89	
	<i>BUILDINGS CONT EXP</i>	A-1620-400		100,352.89
	UNEMPLOYMENT	A-9050-800	3,585.50	
	<i>BUILDINGS PERS SVC</i>	A-1620-100		3,585.50
	WORKERS COMPENSATION	A-9040-800	10,359.56	
	<i>UNALLOCATED INSURANCE</i>	A-1910-400		10,359.56
	ARPA REVENUE	A-4089-000	27,105.87	
	<i>BUILDING CONT EXP</i>	A-1620-400		27,105.87
	GARAGE CONT EXP	A-5132-400	16,206.20	
	GARAGE PERS SVC	A-5132-100	34.75	
	<i>GARAGE EQUIPMENT</i>	A-5132.200		16,240.95
			391,335.47	391,335.47

2022 Year End Budget Adjustments

DATE	GL NO.	DESCRIPTION	Account	Dr	Cr
		LHW PERS SVC	LH-8310-100	# 15,743.76	
		<i>LHW EQUIPMENT</i>	LH-8310-200		15,743.76
		LHW TRANS CONTRACTUAL	LH-8340-400	7,664.26	
		<i>LHF MED INSURANCE</i>	LH-9060-800		7,664.26
		LHW RETIREMENT	LH-9010-800	4,643.73	
		<i>LHW CONTRAC EXP P&P</i>	LH-8320-400		4,643.73
		LHW WATER PURIFICATION EQUI	LH-8330-200	1,024.51	
		<i>LHW PURIFICATION CON T EXP</i>	LH-8330-400		1,024.51
		ARPA REVENUE	WL-4089-000	54,478.40	
		<i>WL WATER ADMIN CONT EXP</i>	WL-83120-400		54,478.40
		WL WATER PERS SVC	WL-8310-100	6,428.28	
		<i>WL WATER ADMIN EQUIPMENT</i>	WL-8310-200		6,428.28
		WL TRANS & DIST EXP	WL8340-400	3,867.78	
		<i>WL WATER MEDICAL INSURANCE</i>	WL-9060-800		3,867.78
		ARPA REVENUE	SM-4089-000	3,995.00	
		<i>SM TRANS & DIST CONT EXP</i>	SM-8340-400		3,995.00
		SM TRANS & DIST CONT EXP	SM-8340-400	20,010.73	
		<i>SM ADMIN EQUIPMENT</i>	SM-8310-200		8,646.25
		<i>SM CONT EXP</i>	SM-8310-400		499.91
		<i>SM CONT EXP P&P</i>	SM-8320-400		4,585.55
		<i>SM SOCIAL SECURITY</i>	SM-9030-800		203.73
		<i>SM HEALTH INSURANCE</i>	SM-9060-800		6,075.29
		FC P&P EQUIPMENT	FC-8320-200	3,321.56	
		<i>FC P&P CONT EXP</i>	FC-8320-400		3,321.56
		FC PERS SVC	FC-8310-100	1,361.68	
		FC CONT EXP	FC-8310-400	1,449.99	
		FC RETIREMENT	FC-9010-800	418.15	
		FC FICA	FC-9030-800	890.04	
		<i>FC TRANS DIST EXP</i>	FC-8340-400		4,119.86
		FC TRANS EQUIPMENT	FC-8340-200	394.94	

		<i>FC HEALTH INS</i>	FC-9060-800		394.94
		FC P&P EQUIPMENT	FC-8320-200	50.28	
		<i>FC EQUIPMENT</i>	FC-8310-200		50.28
		FC P&P EQUIPMENT	FC-8320-200	17.92	
		<i>FC PURIFICATION CONT EXP</i>	FC-8330-400		17.92
		SL PURIFICATION CONT EXP	SL-8330-400	4,302.95	
		<i>SL ADMIN EQUIPMENT</i>	SL-8310-200		4,302.95
		SL P&P EQUIPMENT	SL-8320-200	302.09	
		<i>SL CONT EXP ADMIN</i>	SL-8310-400		302.09
		SL RETIREMENT	SL-9010-800	2,375.55	
		<i>SL MED INSURANCE</i>	SL-9060-800		2,375.55
		SL TRANS & DIST EQUIPMENT	SL-8340-200	350.96	
		<i>SL ADMIN EQUIPMENT</i>	SL-8310-200		350.96
		SL SOCIAL SECURITY	SL-9030-800	621.16	
		<i>SL P&P EQUIPMENT</i>	SL-8320-200		621.16
		SL TRANS & DIST EQUIPMENT	SL-8340-200	362.26	
		<i>SL MED INSURANCE</i>	SL-9060-800		362.26
		SL TRANS & DIST EQUIPMENT	SL-8340-200	49.16	
		<i>SL SOCIAL SECURITY</i>	SL-9030-800		49.16
		SL TRANS & DIST EQUIPMENT	SL-8340-200	449.74	
		SL MEDICARE	SL-9035-800	128.76	
		SL DISABILTY	SL-9055-800	33.91	
		SL MTA TAX	SL-9065-800	62.81	
		SL WORKERS COMP	SL-9040-800	1,049.26	
		<i>SL PERS SVC</i>	SL-8310-100		1,724.48
		ARPA REVENUE	SL-4089-000	# 37,875.00	
		<i>SL P&P CONT EXT</i>	SL-8320-400		37,875.00
		ARPA REVENUE	SL-4089-000	# 4,500.00	
		<i>SL PURIFICATION CONT EXP</i>	SL-8330-400		4,500.00
		ARPA REVENUE	SL-4089-000	# 33,102.00	
		<i>SL TRANS & DIST CONT EXP</i>	SL-8340-400		33,102.00
		SL FUND BALANCE	SL FUND BALANCE	# 7,620.81	
		<i>SL PERS SVC</i>	SL-8310-100		400.86
		<i>SL P&P CONT EXP</i>	SL -8320-400		3,612.59
		<i>SL TRANS & DIS CONT EXP</i>	SL-8340-400		3,607.36
				218,947.43	218,947.43

2022 Year End Budget Adjustments

DATE	GL NO.	DESCRIPTION	Account	Dr	Cr
		STATE RETIREMENT	B-9010-800	81,255.00	
		WORKERS COMPENSATION	B-9040-800	12,966.31	
		<i>POLICE PERS SVC</i>	B-3120-100		94,221.31
		MEDICAL INSURANCE	B-9060-800	20,434.49	
		<i>POLICE CONT EXP</i>	B-3120-400		20,434.49
		ZONING PERS SVC	B-8010-100	5,396.62	
		<i>POLICE EQUIPMENT</i>	B-3120-200		5,396.62
		SAFETY INSPECTION PERS SVC	B-3620-100	12,768.34	

		SAFETY INSPECTION EQUIPMENT	B-3620-200	7,500.00	
		WORKERS COMPENSATION	B-9040-800	12,237.29	
		SAFETY INSPECTION CONT EXP	B-3620-400		32,505.63
		ZONING CONT EXP	B-8010-400	3,252.71	
		STREET LIGHTING	B-5182-400		3,252.71
		MTA PAYROLL TAX	B-9065-800	736.50	
		REGISTRAR FEES	B-4020-400		736.50
		PLANNING CONT EXP	B-8020-400	2,035.58	
		PLANNING PERS SVC	B-8020-100		2,035.58
		MEDICAL INSURANCE	B-9060-800	14,035.00	
		FIRE & POLICE RETIREMENT	B-9015-800		14,035.00
		ENGINEER CONT EXP	B-1440-400	1,875.06	
		SOCIAL SECURITY	B-9030-800		1,875.06
		BUILDINGS CONT EXP	B-1620-400	2,064.20	
		MEDICARE	B-9035-800		2,064.20
		WORKERS COMPENSATION	DA-9040-800	2,169.57	
		HOSP & MED INSURANCE	DA-9060-800		2,169.57
		WORKERS COMPENSATION	DB-9040-800	2,183.74	
		SOCIAL SECURITY	DB-9030-800		1,913.65
		MEDICARE	DB-9035-800		270.09
				180,910.41	180,910.41

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

*Correction to December 2022 appropriation of fund accounts due to budget modifications.

GENERAL FUND	\$118,984.64
GENERAL - PART TOWN	25,471.64
HIGHWAY – TOWN WIDE	35,677.44
HIGHWAY – OUTSIDE	22,568.14
FIELDCREST WATER	5,337.58
LAKE HILL FARMS WATER	2,044.21
SUGAR LOAF HILLS WATER	42,917.37
SURREY MEADOWS WATER	4,885.27
SEWER 4	46,197.67
WALTON LAKE WATER	2,667.54
TRUST AND AGENCY	<u>6,948.50</u>
Grand Total	\$313,700.00

2023 BUDGET MODIFICATION

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Holdridge to accept the 2023 budget modification for liability insurance of \$10,108.17 from fund balance to fund A1940.4.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

AUDIT OF CLAIMS

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay to approve payment of the bills from the following accounts.

		<u>PREPAIDS</u>
GENERAL FUND	\$201,598.05	\$73,868.26
GENERAL - PART TOWN	101,379.79	53,715.44
HIGHWAY – TOWN WIDE	42,951.40	31,767.35
HIGHWAY – OUTSIDE	14,760.16	
FIELDCREST WATER	6,108.39	772.81
LAKE HILL FARMS WATER	6,622.16	3,546.15
SUGAR LOAF HILLS WATER	4,338.85	2,158.28
SURREY MEADOWS WATER	3,698.24	2,759.48
SEWER 4	5,438.63	
WALTON LAKE WATER	3,482.48	3,422.70
TRUST AND AGENCY	<u>5,911.20</u>	<u>2,482.18</u>
Grand Total	\$396,289.35	\$174,492.65

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

COMMONS PARK FIELDS

Councilman Holdridge said a good chunk of the community would benefit from repair of the fields at the Commons Park that would be paid from the park fund. There is \$45,000 is now going to the pickleball fields. There is \$115,000 in the account for striping each year and clay. There needs to be an action plan put in place. Although Councilman Holdridge was supportive of a community day, he brought up the concern of liability for volunteers and is to take the lead and a meeting will be scheduled for a date in late February.

ETHICS BOARD WEBSITE LINK

ON A MOTION OFFERED BY Councilman Holdridge and second by Councilman Courtenay to approve the creation of the Ethics Board link to the Town’s website to include the members names and code information.

DISCUSSION: Town Clerk Zappala will provide this information to the webmaster for implementation.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

**LEAD AGENCY RESOLUTION – WALTON LAKE WATER DISTRICT
INFRASTRUCTURE IMPROVEMENTS -STATE AND MUNICIPAL FACILITIES PROGRAM (“SAM”)
GRANT PROJECT ID: 24676**

ON A MOTION OFFERED BY Councilman Courtenay and second by Councilwoman Smith to declare the Town of Chester Lead Agency in the Walton Lake Water District Infrastructure Improvement Project.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

**STATE ENVIRONMENTAL QUALITY REVIEW - WALTON LAKE WATER DISTRICT INFRASTRUCTURE
IMPROVEMENTS - STATE AND MUNICIPAL FACILITIES PROGRAM (“SAM”) GRANT PROJECT ID: 24676**

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay that the Town of Chester deem this action a Negative Declaration under the SEQRA process.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

WALTON LAKE WATER DISTRICT INFRASTRUCTURE IMPROVEMENTS - STATE AND MUNICIPAL FACILITIES PROGRAM (“SAM”) GRANT PROJECT ID: 24676

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay to authorize the Supervisor to sign the related documents.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

WATER DEPARTMENT GENERATOR

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay to approve the purchase of a generator for the Water Department in the amount of \$53,312 through State bid.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

SURREY MEADOWS CONTROL SYSTEM

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay to approve the purchase of a control system for the Surrey Meadows Water District in the amount of \$18,558 from sole source provider Reiner Pumps.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

REPORTS

Highway Department

Good evening. Below is a summary of some of the recent activities for the Highway Department.

Hopefully everyone had a heathy, happy holiday season!

There was a minor snow event before Christmas that resulted in the Highway Department being held overnight into the next day. Since then, the weather has been quiet.

The Highway Department has been assisting the Water Department with water main breaks and a broken shut off valve.

Meetings with vendors are being set up to get current estimates on road work that we would like to get done during the 2023 construction season.

Thank you,
John Reilly

Engineer’s Development Report

Greens at Chester: SWPPP systems performing as required. Small activity due to Holidays and weather. They have been testing new water services. Received information on Transportation Corporation for the Greens and will forward to the County Water Authority as required.

Cappelli Sports (Primo Sports): SWPPP systems performing as required.

Chester PAC ADA: funding for CDBG to be reimbursed to the Town. Working on paperwork.

Dog Park: My staff- meeting with the Highway Superintendent Monday at 8:30 AM to review. Discuss surfaces if the Board wishes.

Historian's Annual Report

Dear Supervisor Valentine and Board Members of the Town of Chester:

Below, please find an incomplete list of activities conducted through this office in 2022 to promote the town's history, to educate our residents and students about our past, and to help preserve the record of our forbearers, in addition to the current "Annual Report to the New York State Historian: Devin Lander.," attached which contains many details.

Additional distribution: Linda Zappala, Chester Town Clerk; Johanna Yuan, Orange County Historian, Goshen

Summary of time devoted to

Town of Chester Historian duties in 2022:

Task	Time (hours)
Administrative	16
Assist civic group	6
Conduct a historical anniversary commemoration	34
Conference preparation/followup	23
Continuing Education/Conference	84
Consult agencies	33
Create exhibit	170
Cultural Resource inventory	114
FOIL Response	7
Grant applications and administration	9
History promotion	24
Inquiry, Author	37
Inquiry - CRM	2
Inquiry, general public	73
Inquiry, Student	2
Meetings - Municipal	6

Task	Time (hours)
Meetings, other	92
Meetings - Planning Board	2
Presentation	7

Presentation preparation	3
Preserve Records	867
Projects	7
Publications	69
Total (hours)	1687

Respectfully submitted



Clifton Patrick, Town of Chester Historian



Local Government Historian's Annual Report

[Download the Local Historian Annual Report Form](#) (2.42 MB)

Annual Report for the Year

2023

Date Report Prepared (mm/dd/yyyy) *

Date field is required.

01/17/2023

Clifton Patrick

Name of Historian *

Date Appointed Historian (mm/dd/yyyy)

4/16/2003

845-469-7645

Phone Number (xxx-xxx-xxxx) *

historian@thetownofchester.org

Email Address *

Address

Address 1 *

119 Brookside Ave.

Address 2

City

Chester

State

New York

ZIP code *

10918

Name of Municipality *

Town of Chester

County *

Orange

Estimated Population

12,625

Website/Social Media

<https://chester-ny.gov/town-departments/historian/>

Office Hours

by appointment

Total Hours Per Week

32.5 on average

Annual Salary

3,300

Total Budget (Excluding Salary)

2,500

Number of Office Visits (estimated)

0

*Number of Phone/Email Inquiries
Received/Answered*

109, not counting repeat, followup interactions

Number of Municipal Meetings Attended

10

**Please briefly describe your work over the past year in the sections below.
Leave blank any sections that do not apply.**

Exhibits

Prepare, mount, take down, and pack for storage the 2022 "Maple Avenue Exhibit" for display at the Chester Historical Society's 1915 Erie Station Museum. Prepare for 2023 "Sugar Loaf Exhibit" for display at the Chester Historical Society's 1915 Erie Station Museum. Prepare a video of Dave Moyer's talk: "Archaeological Excavations at the Callicoon Creek Precontact Sites," Prepare a video of Donald "Doc" Baynes "Iona Island Presentation."

School Classroom Lectures/Presentations

none

Public Lectures/Presentations

Present the genesis of the W. G. Pomeroy Foundation and their contributions to the "Wm. A. Lawrence Historic Marker

Historical Research

Research history, patents, legal issues, properties, and genealogical resources on the Wm. A. Lawrence family, properties, and industries.

Catalog and scan Donald Melville Barrell, 1883-1986, papers. (Approximately 1,700 of 3,500 items completed)

Numerous small-scale research projects in response to inquiries from authors, cultural resource consultants, and the

Historical Publication

Assemble, edit, and distribute 10 issues of the IOCCNYSAA newsletter.

Prepare and post video of "A Look at the Life of W. A. Lawrence and Chester Cheeses," presented by Leslie Smith,
48 in attendance.

Prepare and post video of Dave Moyer's talk: "Archaeological Excavations at the Callicoon Creek Precontact Sites,"

Prepare and post video of Donald "Doc" Baynes "Iona Island Presentation."

Prepare and post video "Chester's Black Dirt" program at Meadow Blues - 42 attended.

Historical Events/Celebrations

Wm. A. Lawrence Historic Marker Dedication at the site of his former residence and Cheese Factory. 48 in attendance. Chester's Black Dirt program at Meadow Blues. 42 attended.

Fort Montgomery Talk on November 6th by Grant E. Miller, Historic Site Manager, New York State Parks, Recreation & Historic Preservation, Fort Montgomery State Historic Site at Chester Library. Roughly 25 attended.

Historic Preservation Projects

On four-person committee for Cultural Resource inventory supporting the preparation of West Chester National Historic District Nomination. (NYSHPO denied based on loss of surrounding context)

Assist in the donation of the historic 1857 C.Z. Winters House by Westlake Development LLC, East Syracuse, NY to the Chester Historical Society. And subsequently, advise the Historical Society on appropriate renovations.

Heritage Tourism Projects

Conference/Workshops Attended

12th Annual Placemaking Conference, Sugar Loaf Performing Arts Center, 1351 Kings Hwy, Sugar Loaf, NY 10981. The Association of Public Historians of New York State 2022 Virtual Conference.

Southeastern NY Library Resources Council Archives SIG Zoom Meeting.

C2C Care Webinar "Introduction to Digital Collection Management" + Creating a Digital Asset Register". Orange County Planning: "OCMPF In Person Course- Meet Your Planner".

Custodians of the Internet: Platforms, Content Moderation, and the Hidden Decisions that Shape Social Media. Documentary Heritage and Preservation Services for New York (DHPSNY) Webinar: Stories from the Field: Oral Histories at Queens Memory Project.

Empire Archival Discovery

Cooperative webinar. Espionage and Enslavement in the Revolution

webinar.

Underwriters of the United States: How Insurance Shaped the American Founding. Genealogy Class: Cradle to the Grave; New Canaan Library.

Historic Barn Tax Credit Program Webinar by Olivia Brazee, Historic Site

Restoration Coordinator New York State History of the Shoe webinar.

Introduction to “Managing Audiovisual Records” New York State

Archives online training. Kathleen Sterling - DLS - Building Ice Age

Community in Stone webinar.

New York State Library: “POWs and the Politics of Vengeance in the American Revolution”.

New York State Library’s public program: “Trademark Basics: What Every Small business Should Know Now, Not Later” webinar.

NYSAA Virtual Event: Seminar on New Netherlands.

Orange County Genealogical Society (NY) 2022 Virtual Seminar With

Jane E. Wilcox. Preservation League of NYS Preservation Roundtable:

Accidental Preservationists.

Salvaging What Can’t Be Saved: Deconstruction, Salvage &

Sustainability. NYS Library Copyright Basics webinar.

Right Of Way: Race, Class, and the Silent Epidemic of Pedestrian Deaths in America - NYS

Library webinar. The New York State Archives webinar "Ask Us Anything About Records

Appraisal".

Underwriters of the United States: How Insurance Shaped the American Founding.

Other

Add 2,182 notations to biographical notes on the Chester historical people database.

Record data of 200 historical Chester businesses.

Process (add, update, and correct) 1,009 records in the database of Chester History.

Submit

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OTHER BUSINESS:

CPA – COURT OFFICE

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Ardisana to appoint Phil Mynio, CPA to conduct the Annual Audit for the Court Office.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

HIGHWAY VACANCY

ON A MOTION OFFERED BY Councilwoman Smith and second by Councilman Courtenay to direct Town Clerk Zappala to post for the position of Motor Equipment Operator with the Highway Department, to fill a vacancy effective March 10, 2023.

VOTE: AYES 5: Valentine, Ardisana, Courtenay, Holdridge, Smith

ADOPTED

SEWER DISTRICT USER REQUEST

Supervisor Valentine acknowledged the attendance of Mr. & Mrs. Duke concerning discussions regarding their addition into the sewer district due to their aging septic that can't be replaced. He advised the Duke's that they will need to provide a denial letter with plans for the Town Board to decide on the matter.

ANNOUNCEMENTS

Supervisor Valentine read the announcement from New York Transco alerting residents of the prohibited trespassing of vehicles in their active construction sites for the Rock Tavern to Sugarloaf Project and asks they notify the local police or call 800-314-4236 if trespassing is witnessed. All call will be kept confidential.

Walter Popailo reported that there are 2 upcoming sold out shows and the word is out about the PAC.

TOWN BOARD COMMENTS

Councilman Ardisana asked if the Board might pursue the Orange County tourism grant which expires October 30, 2023. Councilman Holdridge is to look into this with the grant writer.

Councilman Courtenay discussed the adoption of the Social Media Local Law that was previously introduced a few years ago and held a public hearing. He asked if we could look at it for adoption .

Councilwoman Smith reported that there will be a meeting on Monday concerning the work at the dog park. She mentioned the ongoing trips through the Recreation Department to include Cape Cod and Sight and Sound Theater.

Councilman Holdridge asked the status of the resolution and letter for signature for the right turn lane petition. Supervisor Valentine will be taking care of it. Councilman Holdridge discussed the appointment of reviewing the Comprehensive Plan along with Councilman Courtenay. Supervisor Valentine said roundtable discussions could be used. Councilman Courtenay pointed to the 15-20 parcels that were noted for possible preservation.

ADJOURNMENT

ON A MOTION OFFERED BY Councilman Holdridge and second by Councilman Courtenay to adjourn the meeting at 8:30pm, there being no further business brought before the Board. Motion carried 5-0.

Respectfully submitted,

Linda A. Zappala
Town Clerk
2023-1-25