

**TOWN OF LISBON
BOARD MEETING
JANUARY 20, 2016
LISBON TOWN HALL**

Present:

Supervisor James Armstrong
Town Clerk Donna McBath
Highway Superintendent Timothy Dow
Financial Advisor William Dashnaw

Councilman Gary Jarvis
Councilman Nathanael Putney
Councilman Robert McNeil

Absent: Attorney Charles Nash, Esq., Councilman Susan Duffy

Guest: Jeff and Becky Buckingham – Lights on the River, Assessor Steven Teele, Legislator David Forsythe

1. Meeting Called to Order for the Town Board Meeting

Supervisor James Armstrong called the meeting to order at 1:15 PM

2. Pledge Allegiance

3. Organizational approval and Policies Approval

- A. Procurement Policy was put on hold until February's Meeting
- B. Investment Policy
- C. Code of Ethics
- D. Highway Adoption Policy was put on hold until February's meeting
- E. Equal Opportunity Policy
- F. Americans with Disabilities Act (ADA) Employment Policy
- G. Workplace Violence Prevention Policy & Incident Report
- H. Sexual Harassment Policy
- I. No Smoking Policy
- J. Appointments with wages

Councilman Jarvis made a motion, seconded by Councilman McNeil to approve the Organizational List and Policies Approval with the exception of the Procurement Policy and Highway Adoption Policy. (All policies and organization list can be seen in the Town Clerk's office)

Ayes – 4 Nays - 0

4. Minutes Approvals

- A. December 9, 2015 and Special Meeting December 30, 2015

Councilman Jarvis made a motion, seconded by Councilman McNeil to approve the meeting minutes of December 09, 2015 and special meeting of December 30, 2015.

Ayes – 4 Nays – 0

5. Town Clerk Report December 2015

Councilman McNeil made a motion, seconded by Councilman Jarvis to approve the Town Clerk's Report for December 2015.

Ayes – 4 Nays – 0

6. Approval of Town Justice Reports December 2015

Councilman McNeil made a motion, seconded by Councilman Jarvis to accept the Justice Reports for December 2015. Ayes – 4 Nays – 0

7. Approval of Budget Transfers

TO	Water Fund	AMOUNT	FROM	ITEM	AMOUNT
9030.2	Social Security	\$750.00	8330.4	Purification Payroll	\$750.00
Total		\$750.00			\$750.00

Councilman McNeil made a motion, seconded by Councilman Jarvis to approve the budget transfers for January 2016. Ayes – 4 Nays – 0

8. Approval of Abstracts

a. General	\$9,791.70
b. Highway	\$36,455.67
c. Water	\$151.50
d. Sewer	\$561.20
Total	\$46,960.37

Councilman Jarvis made a motion, seconded by Councilman McNeil to approve the abstracts to be paid. Ayes – 4 Nays - 0

9. Highway Superintendent’s Report

A. Resolution # 1 Holding Harmless the County of St. Lawrence for Providing Services for the Town of Lisbon.

Councilman McNeil made a motion, seconded by Councilman Jarvis to approve Resolution # 1 Hold Harmless the County of St. Lawrence for Providing/Services for the Town of Lisbon.

Ayes – 4 Nays - 0

B. Resolution # 2 – NYS DOT Permits

Councilman McNeil made a motion, seconded by Councilman Jarvis to approve Resolution # 2 NYS DOT Permits.

Ayes – 4 Nays – 0

C. Highway Superintendent Dow informed the board that if the gate was closed at the Beach and Campground

10. Report from all Liaisons for committees

- A. Planning Board –
- B. Recreation – No report
- C. Homecoming –No report

11. Report from Legislator Forsythe

Legislators gave a report on what was happening with the County Legislators.

12. Report from Assessor Steven Teele

Assessor Stephen Teele informed the board members that the owners of their properties that were put on the auction list for the fall auction would need to be paid 30 days before the auction date to have the property removed from the auction list. The auction will be scheduled for 2nd Saturday of September.

13. New Business –

A. Audit Town Books – Councilman Duffy and Councilman McNeil were scheduled to work with Bill Dashnaw to audit the town books.

14. Executive Session –

Councilman Putney made a motion, seconded by Councilman Jarvis to go into executive session at 3:35 PM concerning recruits in the maintenance department.

Ayes – 4 Nays - 0

Councilman Jarvis made a motion, seconded by Councilman Putney to return to the regular meeting at 3:45 P.M.

Ayes – 4 Nays - 0

14. Adjournment

Councilman Putney made a motion, seconded by Councilman Jarvis to adjourn the meeting at 3.46 PM

Ayes – 4 Nays – 0

Respectfully Submitted,
Donna McBath,
Town Clerk