**TOWN OF LISBON**

TOWN BOARD MEETING

# March 14, 2018

**LISBON TOWN HALL**

**Present:**

Supervisor James Armstrong Councilmember Nathanael Putney

Town Clerk Donna McBath Councilmember Alan Dailey

Highway Superintendent Michael Baldock Councilmember Robert McNeil

 Councilmember Ronald Bush

Guest: Patrick Green, Michelle McLagan Lisbon Hepburn Library

1. **Meeting Called to Order**

Supervisor James Armstrong called the meeting to order at 12:00 PM

1. **Pledge of Allegiance**
2. Report from Legislator David Forsythe – was not present
3. Minutes Approval – February 14, 2018, Approval of Town Clerk Report – February 2018, Approval Justice Reports for February 2018 and Approval of Transfers.

Councilmember McNeil made a motion seconded by Councilmember Bush to approve the Meeting Minutes for February 14, 2018. Ayes – 5 Nays - 0

Councilmember McNeil made a motion seconded by Councilmember Bush to approve the Town Clerk Report for February 2018. Ayes – 5 Nays - 0

Councilmember McNeil made a motion seconded by Councilmember Bush to approve the Justice Report

for 2018. Ayes – 5 Nays – 0

1. Approval of Budget Transfers

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| **TO** | **GENERAL FUND** | **AMOUNT** |  | **FROM** | **ITEM** | **AMOUNT** |
| **12204.01** |  **CE** | **$201.82** |  | **13554.01** | **Assessor CE** | **$201.82** |
| **14204.01** | **Attorney CE** | **$25,000.00** |  | **19904.01** | **Contingency** | **$25,000.00** |
| **51324.01** | **Garage CE** | **$5,000.00** |  | **19904.01** | **Contingency** | **$5,000.00** |
|  |  |  |  |  |  |  |
| **TOTAL** |  | **$30,201.82** |  |  |  | **$30,201.82** |

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| **TO** | **Sewer Fund** | **AMOUNT** |  | **FROM** | **ITEM** | **AMOUNT** |
| **81302.09** | **Treatment/Disposal EQ** | **$105,78** |  | **81304.09** | **Treatment/Disposal CE** | **$105.78** |
|  |  |  |  |  |  |  |
| **TOTAL** |  | **$105.78** |  |  |  | **$105.78** |

Councilmember McNeil made a motion seconded by Councilmember Bush to approve Budget Transfers.

 Ayes – 5 Nays – 0

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1. **Approval of Abstracts and Town Supervisor’s Report**

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| --- | --- |
| a. General | $77,829.46  |
| b. Highway | $55,234.24 |
| c. Sewer | $3,787.09 |
| d. Water | $83.42 |
| Total | $56,583.59 |

Councilmember Dailey made a motion seconded by Councilmember Putney to approved abstracts.

 Ayes – 5 Nays – 0

1. **Highway Superintendent Report – Highway Superintendent Baldock**
2. The 2002 Mack truck was having a clutch installed.
3. Garage doors has all new weather strips installed and one new panel was on ordered.
4. Started studding for insulation board and metal on front of garage.
5. Received two more quotes on salt barn both more than the first
6. Traveled to Albany for advocacy day and to meet with Senator Ritchie but meeting was cancelled
7. Informed the board members that he would like to sell the town Lincoln ranger and welder and the old 13-foot dump box for each $1000.00.

Councilmember Putney made a motion seconded by Councilmember Dailey to approve selling the Lincoln ranger and welder and the 13-foot dump box to the Town of Waddington for the total of $2,000.00.

 Ayes 0 5 Nays – 0

1. Informed the board members that he had surplus equipment that he would like to sell on Auction International. List was as follows:

 1993 Mack Tandem (cab & chassis), two new JD Excavator buckets, Old push

plow, 15’ Brushhog flex wing mower (no PTO shaft), Army crane (with a minimum bid), Air flow stone spreader, Small army diesel air compressor, Lincoln 255 MiG welder and shop woodstove.

Councilman Dailey made a motion seconded by Councilman Bush to sell the surplus equipment on Auction International web site. Ayes - 5 Nays – 0

1. NYS Dept of Transportation approved of putting the McBath Road on a 30mph speed limit.
2. Driveway permits had been updated.

When installing a driveway without a pipe: Residential required two loads of stones, Agricultural or Commercial required four loads of stones.

When driveway required a pipe: Residential required a 20-foot wide and Agricultural or Commercial pipes were 40-foot wide.

1. No change in the $50.00 non-refundable application fee
2. Driveway with no pipe for Residential changed from $250.00 to $300.00
3. Driveway with a 12” Diameter Pipe for Residential no change of $425.00
4. Driveway with a 15” Diameter Pipe for Residential no change of $450.00
5. Driveway with no pipe for Agricultural or Commercial change from $250.00 to $600.00
6. Driveway with a 12” Diameter Pipe for Agricultural or Commercial changed from $450.00 to $775.00.
7. Driveway with a 15” Diameter Pipe for Agricultural or Commercial changed from $500.00 to $830.00.

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Con’t Highway Superintendent Report

Any driveway which required a pipe with a diameter larger than 15 inches shall be charged based upon the actual cost of the materials used. The cost will be for full material, culvert pipe, and any required connectors.

All fees would be non-refundable.

If a resident chose to have a private contractor install driveway (with culvert if needed) upon completion and the contractor met the Town of Lisbon Specification, then that said driveway become the Town of Lisbon responsibilities

forever.

1. **Code Enforcement Officer Marc McDonell & Planning Board**

 CEO McDonell informed the board of the following:

1. Code Enforcement program that was purchased in 2017 was now running properly and he trained on it. CEO McDonell also stated that this program could be used by the Town Clerk in the future.
2. No one had been in to apply for a building permits this year but has had some inquiries.
3. Mining permit for the Town of Lisbon had been approved, now waiting for the State approval.
4. Planning board had a meeting on Monday, March 12 and had the election of officers.

Chairman – David Pearson, Vice Chairman – Steven Wallace, Secretary – Thomas

Armstrong.

1. **Report from all Liaisons for committee**
2. Recreation – Councilmember Putney and Councilmember McNeil
3. Councilmember Putney asked Highway Superintendent Baldock if he had seen the baseball hood for the park. Highway Superintendent stated he had not seen it but would check into it.
4. Campground – No report
5. Discussion was held concerning the internet service at the campground. It was stated that the internet service had not been working correctly in the year of 2017. It was suggested that the Town contact Time Warner to meet with the Highway Superintendent on what needs to be done to bury a cable to Time Warner.

Councilmember Putney made a motion seconded by Councilman Dailey to contact Time Warner on what needed to be done to get internet service to the campground.

 Ayes - 5 Nays – 0

1. Animal Control – Report in the Town Clerk’s office
2. Museum – No report
3. Homecoming – No report
4. **New Business**
5. Appointing a Town’s Minority Business Officer

Supervisor Armstrong stated that the Town needed to appoint a Town’s Minority Business Officer, so the person could do electronic signature for the grant the Town applied for the sewer grant. It was suggested that Town Supervisor’s Bookkeeper Kari Blair be appointed.

Councilmember Dailey made a motion seconded by Councilmember Putney to appoint Town Supervisor’s Bookkeeper for the Town’s Minority Business Officer.

1. Housing Authority – Re-appointment

Councilmember Dailey made a motion seconded by Councilmember Putney to re-appoint Scott Walker to the Housing Authority. Ayes – 5 Nays - 0

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 Con’t New Business

1. Shooting Range – Marc McDonell

Mr. McDonell asked permission from the Town Board Members for the use of the town’s shooting range that was on the Sand Rd. The Lisbon Pistol Club was starting up and inquired if people could use it for shooting practice. The club requested to receive from the board a 10-year lease with the stipulation that the board revisit it in 5 years. The club will do bi-laws, and have it monitored.

The board members have agreed that the Lisbon Pistol Club could proceed to set up the club and lease to be able to use the shooting range on the Sand Road. This agreement

will be revisited at the next meeting.

1. Recognition of Guest
2. Michelle McLagan -Director of Lisbon Hepburn Library

Ms. McLagan informed the Town Board Members that she had applied for a $64,000 grant for restoration at the Library. The grant would pay 50% of the amount and the Library would pay the remaining 50%. The Library has a 95% chance of receiving this grant. She also applied for another grant to total of $50,000 for capital expenses as in, repairing the steps at the front of the building and steps at the street level, along with the hand railing from Senator Ritchie’s office, a new sign for the Library board and installing a gas fire place insertion for the three fireplaces in the building. The Library board had a 75% chance of receiving this grant. The second grant was the work needed to be done along, with the material, before the Library could get reimbursed by the State. Ms. McLagan requested assistance from the Town Board members if needed to pay for the work and materials until the Library received the money back from the state, then the funds would be returned back to the Town of Lisbon.

A discussion was held concerning this matter.

Councilmember McNeil made a motion seconded by Councilmember Putney to upfront the $50,000 on

approval of Senator Ritchie grant. Ayes – 5 Nays – 0

1. Patrick Green – Had concerns on how the State and Federal Government was handling

the finances.

1. **Executive Session –**

Councilmember Dailey made a motion seconded by Councilmember Bush to go into executive session concerning Labor Contract at 1:58 PM. Ayes – 5 Nays – 0

Councilmember Bush made a motion seconded by Councilmember Dailey to return to the regular meeting

at 3:52 PM. Ayes – 5 Nays – 0

1. **Dump Truck**

Councilmember McNeil made a motion seconded by Councilmember Dailey to purchase a 2019 Diesel Dump truck cap and chassis with plow and harness and box to be delivered in November or December 2018. Ayes – 5 Nays - 0

1. **Adjournment**

Councilmember Bush made a motion seconded by Supervisor Armstrong to adjourn the meeting at 3:59 PM. Ayes – 5 Nays - 0

Respectfully Submitted,

Donna McBath, Town Clerk