**TOWN OF LISBON**

TOWN BOARD MEETING

# September11, 2019

**LISBON TOWN HALL**

**Present:**

Supervisor James Armstrong Councilmember Nathanael Putney

Town Clerk Donna McBath Councilmember Ronald Bush

Highway Superintendent Michael Baldock Councilmember Robert McNeil

Attorney Charles Nash

Absent: Alan Dailey

Guest: Michelle McLagan, Jordan Putney, Michael O’Neil

1. **Monthly Meeting Called to Order**

 Supervisor James Armstrong called the monthly meeting to order at 12:05 PM

1. **Pledge of Allegiance**
2. DANC – Kerri Tuttle & Brian Nutting

Karri Tuttle spoke on what DANC (Development Authority of the North Country) had to offer the Town of Lisbon and the concerns that the Town of Lisbon has.

* 1. Water
		+ Low Pressure of Water System
	2. Wastewater Treatment Plant
* Required to install equipment to provide for disinfection by 5/1/2023. A grant

 had been secured for the project.

* 1. Aging Infrastructure on water and sewer system

 Attorney Nash asked how long it would take to set up plans from DANC to implement a

formal PM program for water/sewer infrastructure. Could DANC address these concerns and provide records to better assess the condition of the collection system, distribution system and water and wastewater treatment system. What would that cost be? Ms. Tuttle stated that it would take about a 3-month period. The cost would be $12,000 to $15,000.

 Brian Nutting - Spoke about his part of DANC that provide

 Water & Wastewater treatment plant operator

 Sampling

 Hydrant flushing – evaluation

 Report that goes into the state and Town of Lisbon

 Manhole inspection

 GIS Mapping Service (which the Town of Lisbon already had)

 Inventory on supplies

 Attend monthly board meetings if requested

 Preventative Maintenance

 Weekly checks of lift stations and vacuum stations

 Safety data sheets

 The board members asked for DANC (Kerri and Brian) to draw up what it would cost for

 them to do an Infrastructure conditional assessment and attend the October meeting.

**Councilmember McNeil made a motion seconded by Councilmember Putney to change the time of the October 9, 2019 meeting from 7:00 PM to Noon. Ayes – 4 Nays - 0**

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| **Town Board Minutes** | **September 11, 2019** | **Page 2** |

1. **Alysia Maynard of Potsdam Humane Society** spoke on the new contract and why the

contract expense increased.

1. **Jordan Putney – Homecoming Committee** Chairman – Ms. Putney informed the board that

Homecoming 2020 will be on August 22, 2020. She, along with Michelle McLaugan and the homecoming members, would like to thank the Lisbon Town Board, the Highway Department,

and the people of Lisbon for their support for this year is homecoming event.

Michelle McLaugan – Librarian – brought it to the attention of the town board that the Library was in great need for the installation of an air condition. The temperature would reach at least 90º or more. That was doing damage to the equipment and books. Supervisor Armstrong had spoken with Doug Smith about an estimated cost to install an air condition. It would be approximately $10,000.

* 1. **Report from Legislators – David Forsythe –** The county books had been audited for 2018. The county was approximately $7,000,000 to the good. There was $23,000 in the fund balance.

 The county is working on 2020 budget.

 Emergency Service had chosen a new director.

 Discussion was held concerning sales tax that goes to the county, towns, and city.

1. **Approval of the Meeting Minutes –Meeting August 14, Budget Work session August 27**

 **and September 4, 2019**

Councilmember McNeil made a motion seconded by Councilmember Putney to approve the Meeting Minutes forAugust 14, Budget Work session August 27 and September 4, 2019.

 Ayes – 4 Nays – 0

1. **Approval of the Town Clerk’s Report for August 2019**

Councilmember McNeil made a motion seconded by Councilmember Putney to approve Town Clerks

 Report for August 2019. Ayes – 4 Nays – 0

1. **Approval of Justice Report for August 2019**

Councilmember McNeil made a motion seconded by Councilmember Putney to approve Justice Report

For August 2019. Ayes – 4 Nays – 0

**9. Transfers**

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| **TO** | **GENERAL FUND** | **AMOUNT** |  | **FROM** | **ITEM** | **AMOUNT** |
| **14901.01** | **Public Works** | **$1,500.00** |  | **90508.1** | **Unemployment** | **$1,500.00** |
| **71101.01** | **Park Maint PS** | **$13,000.00** |  | **2705.01** | **Gifts and Donations** | **$4,056.00** |
| **71104.01** | **Parks/Campground CE** | **$17,000.00** |  | **2770.01** | **Increase Rev** | **$16,339.00** |
| **71804.01** | **Beach CE** | **$250.00** |  | **71801.01** | **Beach PS** | **$250.00** |
| **74504.01** | **Museum** | **$50.00** |  | **75101.01** | **Historian PS** | **$50.00** |
|  |  |  |  | **2001.01** | **Campground fees** | **$9,165.00** |
|  |  |  |  | **2590.01** | **Other Permits** | **$440.00** |
| **TOTAL** |  | **$31,800.00** |  |  |  | **$31,800.00** |

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| **Town Board Minutes** | **September 11, 2019** | **Page 3** |

Con’t Transfers

 Discussion was held concerning the transfers. Financial Advisor Dashnaw informed the board

 members that transfers had to stop or the board was going to be in financial trouble.

Councilmember McNeil made a motion seconded by Councilmember Putney to approve the Budget

Transfers. Ayes – 4 Nays – 0

1. Resolution to override the tax cap commencing with the year 2020.

Councilmember Putney made a motion seconded by Councilmember McNeil for approval to override the tax cap commencing with the year 2020. Roll Call was taken.

 Councilmember McNeil Aye Supervisor Armstrong Aye

 Councilmember Putney Aye Councilmember Bush Aye

 Absent Councilmember Dailey

1. Local Hearing schedule for October 9, 2019 at Noon on Local Law 3 – A Local Law

 Exceeding the Tax Levy Limit Imposed upon Real Property Pursuant to General

 Municipal Law §3-c(5) .

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

A discussion was held concerning the purchase of gas at Morgan’s Auto by when it could be pumped at the Highway Department for the Beach and Campground. It was asked why this was happening? Campground Director O’Neil stated that the pumps at the Highway Department did not work in the middle of the day, when the sun has been on it all day. It was suggested, to Mr. O’Neil, to plan ahead and get the gas in the morning when it was possible, to save on the expense.

Councilmember McNeil made a motion seconded by Councilmember Putney to approve the Abstracts and Town Supervisor’s Report. Ayes – 4 Nays – 0

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| a. General | $61,380.75 |
| b. Highway | $44,620.78  |
| c. Sewer | $2,455.18 |
| d. Water | $2,668.41 |
| Total | $111,125.12 |

1. **Executive Session**

Councilmember Putney made a motion seconded by Councilmember McNeil to go into executive session

for potential litigation at 3:20 PM. Ayes – 4 Nays – 0

Councilmember Putney made a motion seconded by Councilmember McNeil to return to the regular

meeting at 3:35 PM. Ayes - 4 Nays - 0

1. **Library Safe**

A discussion was held concerning the condition of the Library safe and how it was being used. It was suggested to not lock the safe with the combination on the door, but with a padlock. The Library also needed a dehumidifier.

1. **Report from Highway Department**
* Highway Superintendent stated that the construction for the Salt Barn was ready when Akins Contractors were ready.
* 2007 Dump Truck was in a need of a clutch at the estimated cost of $2300 to $2500.
* The approval from St. Lawrence County Highway Department had been given to go

 under the road in front of the Town Hall on CR 10 for drainage.

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| **Town Board Minutes** | **September 11, 2019** | **Page 4**  |

1. **Resolution**

For authorization for the Supervisor to sign the New York State Environment Facilities Corp. revolving funds for financing application concerning the sewer plant.

Councilman Putney made a motion seconded by Councilmember McNeil to give authorization for Supervisor Armstrong to sign the New York State Environment Facilities Corp. revolving funds for

financing application concerning the sewer plant. Ayes – 4 Nays – 0

1. **Budget Meeting Schedule**

Budget Work session Schedule for Wednesday, September 18, 2019 at 9:00 AM.

1. **Report from all Liaisons for committee**
2. Recreation – Councilmember Putney and Councilmember McNeil

Councilmember Putney stated that there was a playground that needed to be installed. Highway Superintendent Baldock asked what needed to be done? Concrete needed to be poured and the playground set up.

1. Campground –
* Gary Reif will hold an antique car show the weekend of August 24, 2019. Steel and

 Country band will be playing during this show. There will be a petting zoo.

* Internet Service – Concerning the cost of the internet service. Tom Manley was asked to attend the budget session. Town Clerk said she would contact Mr. Manley.
* Campground Budget – Discussion was held.
1. Planning Board – Councilmember Bush – Councilmember McNeil – Discussion on Alternate energy laws.
2. Museum – Councilmember McNeil & Councilmember Dailey – No information for the Museum
3. Homecoming Committee – Supervisor Armstrong & Councilmember Putney – Was discussed previously of the meeting.
4. Animal Control – Discussion was held concerning the Potsdam Animal Humane

Society costs.

1. **New Business**
2. Water Wells

Councilmember Putney stated that Doug Smith was notified from the Fire Department that there are three fire hydrants that were not working. The one on the Hall Road was hit and twisted. It was fixed. The one near the ICF has two 2 1/2” ports coming off it. The fire department said it had to have 4” coming out it. The one on Maiden Lane. turned hard and will continue to turn hard. It needed to be replaced.

Councilmember Bush made a motion to repair or replace the fire hydrant on Maiden Lane. There was no

seconded.

1. **Adjournment**

Councilmember McNeil made a motion seconded by Councilmember Bush to adjourn the meeting at 4:23 PM.

Respectfully Submitted,

Donna McBath,

Town Clerk