

**TOWN OF LISBON
BOARD MEETING
August 15, 2013
LISBON TOWN HALL**

Present:

Supervisor James Armstrong
Town Clerk Donna McBath
Attorney Charles Nash, Esq.,
Financial Advisor William Dashnaw

Councilmember Alan Dailey
Councilmember Susan Duffy
Councilmember Gary Jarvis
Councilmember Nathanael Putney

Absent: Highway Superintendent Timothy Dow

Guest: Sean Akins, Patrick Green and many guests attended concerning the campground.

1. Meeting Called to Order for the Town Board Meeting

Supervisor James Armstrong called the meeting to order at 6:30 PM.

2. Pledge Allegiance

3. Recognition of Guest –

- Many people spoke concerning Campground Director and campground. The board also received a petition stating: Signatures of Campers Who Agree the Campground Should Stay Managed the Way It Is.
- Patrick Green informed the board that he was having a petition to be signed stating: With all Due Respect: The Flag accompanying the World War II Memorial (Elected and Dedicated by the Citizens of the Town of Lisbon) shall be treated with the respect deserving the VETERANS the memorial Honors, by way of enforcement of the Congressional Flag Code of 1943, by the establishment of a Town Law (ordinance) stating such.
- Steve Rapan asked if the Town Board would request the NYS Department of Highway to do a study on the speed limit on State Highway 37 between the Lisbon Beach and Campground and the former Morning Star Mobile Home Sales.

Councilmember Jarvis made a motion, seconded by Councilmember Putney to approve Supervisor Armstrong to write a letter to the NYS Dept. of Highways and asked for them to do a study on the speed limit on State Highway 37 between the Lisbon Beach and Campground and the former Morning Star Mobile Home Sales.

Ayes – 5 Nays - 0

4. Minutes Approvals

A. July 10, 2013

Councilmember Dailey made a motion, seconded by Councilmember Putney to approve the meeting minutes of July 10, 2013.

Ayes – 5 Nays – 0

5. Computers – Tom Manley from Pennicale

Mr. Manley spoke concerning the computer systems and the computers at the Town Hall. He informed the board members that the town was connected to Road Runner, but was only working at half of its capacity. He recommended the town purchase a new Wireless AC Router, PCI Compliant Router Dual AC along with labor for the estimated total of \$859.00.

Con't Computers – Tom Manley from Pennicale

Councilmember Duffy made a motion, seconded by Councilmember Putney to purchase the router with labor, to be placed in the Town Hall for the estimated price of \$859.99 from Pennicale.

Ayes – 5 Nays – 0

Mr. Manley also informed the board that there were a couple of computers that needed to be replaced. Recommended that the Town Clerk's computer be moved to the Campground and she receive a new computer. The Town Clerk's computer was maxed out, and the camp ground was only open for 5 months. It was something the board needed to consider for the following year's budget.

Financial Advisor William Dashnaw requested a list of all town owned computers with the estimated replacement dates.

6. Town Clerk Report July

Councilmember Dailey made a motion, seconded by Councilmember Putney to approve the Town Clerk's Report for July 2013.

Ayes – 5 Nays – 0

7. Approval of Town Justice Reports July

Councilmember Jarvis made a motion, seconded by Councilmember Putney to accept the Justice Reports for July 2013.

Ayes – 5 Nays – 0

8. Approval of Transfers

General Fund - \$5,100.00

To:	1620.2 Building EQ	From:	1910.4 Unallocated Insurance
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General Fund - \$500.00

To:	3620.4 Safety Inspection CE	From:	1910.4 Unallocated Insurance
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Sewer Fund - \$9,455.00

To:	9410.7 Interest on Debut Service	From:	8130.4 Treatment/Disposal CE (Plant)
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Councilmember Jarvis made a motion, seconded by Councilmember Putney to approve the budget transfers.

Ayes – 5 Nays – 0

9. Approval of Abstracts

a. General	\$26,495.94
b. Highway	\$38,204.84
c. Water	\$150.39
d. Sewer	\$19,336.27

Total \$84,187.44

A discussion was held concerning some vouchers. Councilmember Duffy stated that she would like to get more information on the vouchers, what they were used for, and where they were used.

Councilmember Dailey made a motion, seconded by Councilmember Putney to approve the abstracts.

Ayes – 5 Nays – 0

10. Highway Superintendents Report

Highway Superintendent Dow was not in attendance.

A. Amendment Spending Highway Funds

Tabled until next meeting.

Con't Highway Superintendent Report

Mr. Dashnaw explained how the Amendment Spending Highway Funds worked.

- B. The board members requested that if the Highway Superintendent was not able to attend the Town Board meeting then the Deputy Highway Superintendent would be asked to attend, and be informed, by the Highway Superintendent.
- C. Councilmember Dailey informed the other board members that he had received a complaint, that some of the highway crew was still smoking in the town vehicles.

Councilmember Dailey made a motion, seconded by Councilmember Duffy to approve Supervisor Armstrong to write a letter to all employees on the no smoking policy on Town of Lisbon Buildings or in any town vehicles. When the employees received the letter, they will sign another letter of the same for town records.

Ayes – 5 Nays – 0

11. Report from all Liaisons for committees

- A. Planning Board – July Minutes attached *See Attachment 1*
Report from Planning Board Members

- 1 pieces of property
- 3 barns being built

It was asked by Councilmember if the Code Enforcement Officer had sited the Amish person that is building sheds on SH 68 for not getting having a site plan as a business. Code Enforcement Officer Sherwin stated he had not as he has no authority.

- B. Campground – Mike O'Neil – all was stated at the beginning of the meeting. Councilmember Duffy informed the board as the Campground Liaison worked with Campground Ground Director O'Neil and the designed a time sheet for all camp ground workers and Life Guards. Since is it not accepted well do we want to continue using this form.
- C. Homecoming – Supervisor Armstrong stated that everything was coming together.
- D. Museum – Supervisor Armstrong stated there was going to be recognition for two dedicated committee members, Irene Armstrong and Verna Winters at 10:00 AM on Saturday, August 17, 2013, before the parade starts.
- E. Recreation – Councilmember Putney asked Mr. Dashnaw if there was any regulation for a base for any new equipment that is installed. Mr. Dashnaw stated that any base could be used. August 7, 2013
- F. Animal Control – Sue Siedlecki – July and August Report attached *See Attachment 2 & 3*. Councilmember Duffy requested that Animal Control person Sue Siedlecki turn in a voucher for here mileage monthly.

12. Report from Legislator Mark Akins

No report was given as he was not in attendance

13. Report from Code Enforcement Officer – Chris Sherwin –

- A. Code Enforcement Officer explained to the board members why his voucher was the amount that it was. He also informed the board that he will be requesting a vehicle in his budget for next year. Councilmember Duffy asked if he could put down on his voucher where he went and why.
- B. Hours – In order to continue working 24 hours a week, Mr. Sherwin would need to be appointed Provisional Code Enforcement Officer until the county had a civil

Con't Report from Code Enforcement Officer – Chris Sherwin

service examine for Code Enforcement Officer. He would need to be reachable on the Civil Service exam, to be hired as a Code Enforcement Officer, full time or go back to a 19 hours a week position.

Councilmember Dailey made a motion, seconded by Councilmember Putney to approve the appointment of Chris Sherwin as a Provisional Code Enforcement Officer.

Ayes – 5 Nays – 0

14. Old Business

A. No Old Business

15. New Business –

A. Driveway Permits – A discussion was held concerning the driveway permits. No action was taken.

16. Report from Assessor – Stephen Teele

Assessor Teele gave a report concerning the new STAR program. Everyone that has filled out a previous form for the STAR will receive a new form from the state. These people would need to fill this form out and return it to the State of New York as soon as possible.

17. Bill Dashnaw had no comments

18. Executive Session –

Councilmember Duffy made a motion seconded Councilmember Dailey for executive session, concerning beach and campground personal at 9:50 PM.

Ayes – 5 Nays – 0

Councilmember Duffy made a motion seconded by Councilmember Jarvis to return to the regular meeting at 10.35 PM.

Ayes – 5 Nays - 0

Councilmember Duffy made a motion seconded by Councilmember Jarvis stating that once the beach and campground closed and the final revenue compiled then a capital reserve account for the beach and campground would be set up.

Ayes – 5 Nays - 0

15. Adjournment

Councilmember Putney made a motion, seconded by Councilmember Dailey to adjourn the meeting at 10:40 PM.

Ayes – 5 Nays – 0

Respectfully Submitted,
Donna McBath,
Town Clerk

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Attachment # 1

Town of Lisbon Planning Board Meeting: July 8, 2013

Present: Glenn Harris, Mark Hyde, Bill Leary, Rhonda Roedel, Steve Wallace (Chair), Will Wheeler, Susan Duffy (town board liaison), Gary Jarvis (town board liaison) Chris Sherwin (Code Enforcement Official)

Absent: Steve Jernison

Meeting called to order at 7:00 p.m.

Minutes for the meeting of May 13, 2013 were approved as submitted.

New Business:

1. The main item of business was a site plan application from Parkway Ford to remodel its facility on Route 37. Unfortunately, no one was present to answer questions. A SEQR application was not yet been prepared. Referral was received from the St. Lawrence County Planning Office, and its staff raised no objections to the remodeling itself; however, any new exterior lighting must be "dark-design" compliant. If the applicant prepares SEQR documentation, Chris will contact members of the Board to complete the application.
2. Chris provided a summary of construction throughout the town, including 16 new homes (mostly stick-built) and 10-11 new garages.

Old Business:

1. Site Plan Application by Ryan and Melissa Arno

The site plan application remains tabled until the completion of the SEQR process for unlisted actions.

Meeting adjourned at 7:35 p.m.

Respectfully submitted,
Glenn Harris, recorder

Dog Report July 2013

7/1 Stray dog threatening Richard Crawford
on Dollar Rd - Saw dog but could not
catch

7/23 - Call from Smith on Pray Rd stray dog - did not
want me to pick it up.

7/23 - Complaint from Lawton Cemetery Rd

7/24 - Found owner of dogs from Clerk - Went to
125 ~~Cemetery~~ Cemetery Rd - left note for owner to
call: Spoke w/owner on phone - will license
dogs and keep dogs on own property

7/30 - Took deposition from Brittney Taylor
about sick puppies she purchased
from Susan Sattler also depo. from
Colleen Kenture about Sattlers pups -

Susan Hedlocki D.C.O.

August Dog Report 2013

- 8/2 Sattler: Took deposition from Ms. Bless Norwood
picked up fax from Town and Country and
Canton Animal Clinic. Took all to Judge Fonda
- 8/3. Call from Pats P.D. Had Lisbon dog @ station
miles already turned in
-
- 8/5 Complaint of Basset hound running @ 29 -
- 8/6 Took deposition from Longshores of dog (Basset)
threatening. Seized dog w/ order to seize from
Judge Fonda.
- 8/8 - Seized Sattlers dog by order of Judge
Fonda (49 miles)
- 8/8 - Picked up stray on St Hwy 68 (60 miles)
- 8/10 Took papers and CD to St. Police (47 miles)
- 8/10 Papers to court (28 miles)
- 8/13 Court for dangerous dog - (28 miles)
- 8/16 Court for Susan Sattler (28 miles)
- 8/16 Papers to Kraper Seely and Otis Sumix ADA (28 miles)
- 8/17/13 - Picked up stray on CRT-28 (36 miles)
- 8/19 - Checked fence ordered by judge at
Welnath's (dangerous dog) (22 miles)
- 8/30 Found owner of stray dog at 499
Town Line Rd (354 miles)
- Other phone calls questions etc

Susan Reddick D.C.O