

**TOWN OF LISBON
BOARD MEETING
NOVEMBER 14, 2013
LISBON TOWN HALL**

Present:

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

Councilmember Alan Dailey
Councilmember Susan Duffy
Councilmember Gary Jarvis

Absent: Councilmember Nathanael Putney

Guest: Sean Akins

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. Minutes Approvals

A. October 9 and November 4, 2013

Councilmember Jarvis made a motion, seconded by Councilmember Duffy to approve the meeting minutes of October 9 and November 4, 2013. Ayes – 4 Nays – 0

4. Town Clerk Report October 2013

Councilmember Duffy made a motion, seconded by Councilmember Jarvis to approve the Town Clerk's Report for October 2013. Ayes – 4 Nays – 0

5. Approval of Town Justice Reports October 2013

Councilmember Jarvis made a motion, seconded by Councilmember Duffy to accept the Justice Reports for October 2013. Ayes – 4 Nays – 0

6. Approval of Budget Transfers

General Fund - \$205.00

| | | | |
|-----|---------------------------|-------|--------------------|
| To: | 1040.1 Court Stenographer | From: | 1990.4 Contingency |
|-----|---------------------------|-------|--------------------|

General Fund - \$296.61

| | | | |
|-----|-----------------------------|-------|--------------------|
| To: | Independent Auditing & Acct | From: | 1990.4 Contingency |
|-----|-----------------------------|-------|--------------------|

General Fund – 564.95

| | | | |
|-----|-------------|-------|--------------------|
| To: | Building EQ | From: | 1990.4 Contingency |
|-----|-------------|-------|--------------------|

General Fund - \$812.00

| | | | |
|-----|------------------------|-------|--------------------|
| To: | 1680.2 Data Processing | From: | 1990.4 Contingency |
|-----|------------------------|-------|--------------------|

General Fund - \$1179.17

| | | | |
|-----|-----------------------|-------|--------------------|
| To: | 3510.4 Dog Control CE | From: | 1990.4 Contingency |
|-----|-----------------------|-------|--------------------|

General Fund - \$7157.55

| | | | |
|-----|----------------------|-------|--------------------|
| To: | 7110.4 Campground CE | From: | 1990.4 Contingency |
|-----|----------------------|-------|--------------------|

General Fund – \$30.53

| | | | |
|-----|--------------------------------|-------|--------------------|
| To: | 7180.4 Special Red. (Beach(CE | From: | 1990.4 Contingency |
|-----|--------------------------------|-------|--------------------|

General Fund – \$1782.79

| | | | |
|-----|----------------------------|-------|--------------------|
| To: | 3620.1 Safety Insp Payroll | From: | 1990.4 Contingency |
|-----|----------------------------|-------|--------------------|

General Fund – \$885.73

| | | | |
|-----|-----------------------|-------|--------------------|
| To: | 3620.4 Safety Insp CD | From: | 1990.4 Contingency |
|-----|-----------------------|-------|--------------------|

General Fund – \$5000.00

| | | | |
|-----|-------------------------|-------|--------------------|
| To: | 9010.8 State Retirement | From: | 1990.4 Contingency |
|-----|-------------------------|-------|--------------------|

Total: \$17,914.33 for General Fund

Highway – \$5952.93

| | | | | |
|-----|-------------------------|------------|-------|--------------------------------|
| To: | 5112.4 Perm Improvement | \$4,931.95 | From: | 5140.1 Misc. (Brush & Weeds |
| | | \$1,020.98 | From: | 5110.1 Maintenance of Roads PS |

Highway - \$9,018.00

| | | | | |
|-----|-------------------------|------------|-------|--------------------------------|
| To: | 5112.4 State Retirement | \$6,176.31 | From: | 5110.4 General Repairs CE |
| | | \$2,841.69 | From: | 5110.1 Maintenance of Roads PS |

Total: \$14,970.93 for Highway

Councilmember Duffy made a motion, seconded by Councilmember Jarvis to approve the budget transfers.

Ayes – 4 Nays – 0

7. Approval of Abstracts

- a. General \$77,204.04
- b. Highway \$338,932.95
- c. Water \$438.45
- d. Sewer \$1,258.75

Total \$417,834.22

Councilmember Jarvis made a motion, seconded by Supervisor Armstrong to approve the abstracts to be paid.

Ayes – 4 Nays – 0

8. Highway Superintendents Report

A. Gas Quotes for 1200 gallons.

| Company Name | 1500 Unleaded Gas |
|--|--------------------|
| Kunoco Oil – Canton | No reply |
| MX Petroleum – Massena State Contract | 2.9012 – State Bid |
| Econco Fuels | 3.40 |
| Superior Plus Energy Services Inc. | No reply |
| Adirondack Energy | No reply |

Councilmember Jarvis made a motion, seconded by Councilmember Duffy to approve the quote from MX Petroleum for \$2.9012 per gal., plus the excess tax.

Ayes – 4 Nays – 0

Con't Highway Superintendents Report

- B. Seaway Timber Harvesting, Inc. would like to clear wood at the sand knolls, Parcel No. 61.001-1-32.2. There are 68.5 acres at this location. They would be clearing 28 acres. They will be leaving a buffer around the Rifle Range and at the property lines. Seaway Timber Harvesting, Inc. is offering \$17,000 for the wood.

Councilmember Duffy made a motion, seconded by Councilmember Jarvis to approve Supervisor Armstrong to sign the contract with Seaway Timber Harvesting, Inc. for clearing 28 acres for \$17,000.00.

Ayes – 4 Nays – 0

C. Road Plan for 2014 – Highway Superintendent Dow stated that he finished the road plan for 2013 with the exception of the Ballantine Road, which will be added onto the 2014 road plan.

9. Report from all Liaisons for committees**A. Planning Board**

1. All members were present with the exception of Will Wheeler and with one vacant position.
2. Two Building Permits were approved and two were tabled until the next meeting.
3. Planning Board Education – Town Clerk McBath informed the board that each planning board member is required to have 4 hours of training every year. At this time there is only one member in compliance. What would the board like her to do? She was informed to contact the County Planning Board to get advice from there.

B. Campground –

2. Councilmember Duffy requested a form letter be drafted and mailed to any Lisbon resident who would like to reserve a campsite at the campground after the program was up and running in 2014.
3. Computer for Campground

Councilmember Dailey made a motion, seconded by Councilmember Duffy to purchase a new computer for the Campground. Town Clerk McBath was instructed to contact at least 3 companies to submit a bid.

Ayes – 4 Nays - 0

- C. Homecoming - Supervisor Armstrong stated the Homecoming committee had started to work on Homecoming weekend for 2014
- D. Museum –closed for the fall, winter, and spring seasons.
- E. Recreation – No information
- F. Animal Control – Sue Siedlecki –October Report attached *See Attachment 1*.

10. Old Business**A. Sparrowhawk Point Land**

1. Attorney Nash stated that he had received the check for the land. The town would be receiving it next week.
2. Upon receiving the check, the board members had some suggestions how to use the money. Some suggestions were: Pointing the exterior of the Library and finishing the road at the beach which leads to the boat docks.

B. Campground – Campground Director

Board Members all agreed to have the position advertised. It was suggested that the town clerk check with the county concerning Civil Service.

15. New Business –**A. Obvious Signs**

Town Clerk McBath informed the board members that the cost of 3000 beach and campground sticker for residents to get into the beach for free was:

Exterior stickers \$750.00

Interior Stickers \$900.00

She also informed the board that when the sticker was on the outside of the vehicle, The dates wash off after going through a car wash.

Councilmember Dailey made a motion, seconded by Councilmember Duffy to purchase the interior stickers for \$900.00 from Obvious Signs. Ayes – 4 Nays – 0

B. Resolution # 16 – North country Life Flight.

**RESOLUTION # 16 of 2013
NORTH COUNTRY LIFE FLIGHT
NOVEMBER 14, 2013**

WHEREAS, North Country LIFE FLIGHT, Inc. is a not-for-profit, tax-exempt corporation which is responsible for all aspects of patient care by providing medical equipment, training medical personnel and administering the medical portion utilizing the New York State Police helicopter based in Saranac Lake and private fixed-wing aviation resources; and

WHEREAS, The New York State Police and private fixed-wing aviation resources do not provide a medically trained team or medical equipment for patient transports; and

WHEREAS, The people of Clinton, Essex, Franklin, Hamilton and St. Lawrence Counties receive a vital emergency medical service which is free of charge to critically ill and seriously injured patient, and, therefore municipal governments are asked to pledge monies for this worthwhile program;

NOW, THEREFORE, BE IT RESOLVED: That the Town Board of the Town of Lisbon hereby authorizes the Supervisor to enter into a contract with North Country LIFE FLIGHT, Inc. for the purpose of operating the medical component of the medivac program, which will serve its residents and visitors, and paying the amount of \$100.00 which represents the Town's share of 2012 and be it

FURTHER RESOLVED: The sum of \$100.00 is hereby appropriated to Account No. 4010.4 for payment to North Country LIFE FLIGHT, Inc.

The board members did not pass this resolution.

C. Relevies on Water & Sewer to the County Taxes

Councilmember Duffy made a motion, seconded by Councilman Jarvis to approve the relevies on Water and Sewer to the County Taxes. Ayes – 4 Nays – 0

D. Lights on the River – Storage Area

Amy Forton requested a storage area to store food that will be collected for the week during Lights on the River. Lights on the River committee will start collection food on December 14 through December 21. The food will then be removed from the town hall on December 28 to various food pantries.

Councilmember Jarvis made a motion, seconded by Councilmember Duffy to allow the people from Lights on the River to store food that will be collected from the event at the town hall.

Ayes – 4 Nays – 0

E. Furnace for the Town Hall

Town Clerk McBath informed the board members that the furnace was not working properly for the up stair section of the building. There have been three visits for two different people to look at the furnace. The last visit was from Ben Merkley. His opinion was to look at getting two new furnaces for the whole building or one large furnace for the whole building. Councilmember Duffy said she would find someone to do the spec on what the town would need to purchase for one furnace or two furnaces for the building, and then have Town Clerk McBath advertise for the furnaces.

F. Duties

Town Clerk McBath was asked to share with the board members some of the duties for employees and their titles. She located a book that was dated 2004 that had the duties for all employees. She brought to the table:

1. Bookkeeper/Supervisor's Secretary
2. Campground ~~Director~~ Manager
3. Public Works Maintenance Man/Custodial
4. Assessor
5. ~~Animal~~ Dog Control Officer
6. Highway

The board members decided to table this so they could look them over.

12. Bill Dashnaw Approving the Budget

Supervisor Armstrong requested the board's permission to increase the wages by 2% for the Campground Director and Recreation Coordinator.

Councilmember Jarvis made a motion, seconded by Councilmember Dailey to increase the wages by 2% for the Campground Director and Recreation Coordinator.

Ayes – 4 Nays – 0

Councilmember Duffy made a motion, seconded by Councilmember Daily to approve the 2014 budget for the Town of Lisbon.

Ayes – 4 Nays - 0

13. Executive Session –

Councilmember Jarvis made a motion, seconded by Councilmember Duffy to go into executive session for negotiation at the Health Center at 8:24 PM.

Ayes – 4 Nays – 0

Councilmember Dailey made a motion, seconded by Councilmember Duffy to come out of executive session at 8:33 PM.

Ayes – 4 Nays – 0

Councilmember Dailey made a motion, seconded by Councilmember Jarvis to extend the contract between the town board and Mr. Cougler until July 2014. In May of 2014 the contract will be look at that time.

Ayes – 4 Nays – 0

Councilmember Jarvis made a motion, seconded by Councilmember Duffy to go into executive session for negotiation concerning M. Clements at 8:38 PM.

Ayes – 4 Nays – 0

Councilmember Dailey made a motion, seconded by Councilmember Duffy to come out of executive session at 9:30 PM.

Ayes – 4 Nays – 0

14. Adjournment

Councilmember Jarvis made a motion, seconded by Councilmember Duffy to adjourn the meeting at 9:35 PM.

Ayes – 5 Nays – 0

Respectfully Submitted,
Donna McBath,
Town Clerk

Sept 30th – Dog Report Oct. 2013

9/30 Kasey Gates CoRt 10 - pit bull x
running at large not licensed

43 miles

10/10 took deposition from Mark LaRue
CoRt 10 - Saw video of Gates dog in
LaRue's yard - Ticket for Gates -

43 miles

Susan Sedlecki D.C.O.