

Town of Lisbon
Town Board Meeting
March 10,2021
Lisbon Town Hall

Roll Call:

Present

Supervisor William Nelson

Town Clerk Alberta Hyde

Highway Superintendent Michael Baldock

Attorney Charlie Nash Esq.

Deputy Supervisor Alan Dailey

Councilmember Robert McNeil

Councilmember Ron Bush

Councilmember Nathaniel Putney

Also, Present, Steve Teele, Town Assessor, Marc McDonnell, Code Enforcement Officer, Todd Miller, Campground Supervisor, Michelle McLagan, Librarian, Tom Manley, Scott Skiff, Chad Rice, Randy Warner

A. Pledge of Allegiance

B. Meeting called to order:

Supervisor Nelson called the meeting to order at 6:00 pm.

C. Approval of Minutes:

Motion by Councilmember Bush seconded by Councilmember Putney to accept the minutes of the February 10, 2021 Town Board Meeting. Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes
Motion carried.

D. Public Comment Period-N/A

E. Approval of Voucher Abstract and Audited Claims:

Claims to be paid from the A-General Fund \$ 81,791.03

Claims to be paid from the DA-Highway Fund \$ 64,703.73

Claims to be paid from the SS – Lisbon Sewer District Fund \$ 2,513.05

Claims to be paid from the SW – Lisbon Water District Fund \$ 5,898.69

Claims to be paid from the TA – Trust and Agency Fund - \$ 15,659.32 **Total: \$ 170,565.82**

Moved by Deputy Supervisor Dailey seconded by Councilmember Bush to approve payment of bills, roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes, Motion carried

F. Budget review:

Supervisor Nelson asked if there were any questions regarding the monthly financial statements/ bank reconciliation reports that were e-mailed to all Board members. The AUD report for 2020 was also completed /filed and e-mailed to all Board members.

G. Reports of Departments:

Supervisor Nelson-

1- 2019-20 payroll has been updated and filed

2- The Judges will be sending out e-mails with time/ dates for the Justice Court audit to be done

3- Reviewing potential for converting the Towns streetlights to LED; will keep the Town Board updated on the progress

4- Supervisor questioned what the antennas were that are on the Town's Water Tower. Code Enforcement Officer McDonnell explained that several years ago Chad Rice had installed them for internet service, in exchange for the use of the Water Tower the Town Buildings did not pay for internet service. The wires have not been active for the past 4 or 5 years.

- Supervisor Nelson stated that the Town was not able barter/gift Town property and asked Mr. Rice to work with Highway Superintendent Baldock to have the antennas removed.
- 5- Tom Manley the Towns Computer Tech notified the Town that he will be done as of April 15, 2021 and is relocating to Tennessee. Supervisor Nelson stated that Matt McLearn would be taking over for Mr. Manley.

Highway Superintendent Baldock-

- 1- Three quotes have been received for clearing the property on the Baker Road. Stowell Logging is the recommended and best option for the Town. The Town Board also agreed to have the land surveyed.
- 2- There was a phone conference with USDA regarding their grant /loan program. Discussion was had for the Town to get an application filled out and move forward with USDA program.
- 3- As discussed at last month's Town Board meeting Highway Employee Brent Brenno has put in his date to retire as of July 15,2021. The new Highway Employee will be starting the first week of April. Supervisor Nelson stated that the Town Board had budgeted for the replacement.
- 4- Highway crew have been working on completing/updating their trainings online. Supervisor Nelson stated that the sexual harassment online training could be completed through NYMIR.

Town Clerk Hyde-

- 1-Thanked the Town Highway Crew for cleaning/doing repairs to the upstairs of the Town Hall; new Led lights have been installed.
- 2- The Lisbon Medical Center lease between the Town of Lisbon and Claxton Hepburn Medical Center will be up July 31, 2021. Supervisor Nelson stated he would contact Claxton Hepburn Medical Center to see what their intensions were regarding extending the lease.

Code Enforcement Officer McDonnell-

- 1- Bill Fobare has done an addition to his Restaurant on The East Kelly Road
- 2- Bruce Hill's property in the Hamlet has been purchased and clean up has begun
- 3- To date the Town is looking at ten new homes for 2021.
- 4- The Code Enforcement online training is almost complete

Campground Supervisor Miller-

- 1- Spectrum has shut off the internet at the Lisbon Campground. Supervisor Nelson stated the payment to Spectrum had been allocated by Spectrum to the wrong account, and that Spectrum's bill is paid in full. The campground computer will be set up at the Town Office for Mr. Miller to begin taking reservations until the internet is back up and working at the Campground. The Town will be applying for the RVRDA grant to be used for technology upgrades at the Campground and other Town buildings.

Motion by Deputy Supervisor Dailey seconded by Councilmember Bush to except the reports from all departments Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember McNeil yes, Councilmember Bush yes, Motion carried.

H. Reports of Boards and Committees:

Librarian Michelle McLagan reported that everything is going well at the Library. In person programs have started with Covid-19 precautions in place.

I. Action Items:

Items for Town Board Action

1. Resolution to create a Highway capital equipment reserve fund BILL # 2021-43; Moved by

Councilman McNeil seconded by Councilman Bush Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilman Putney yes, Councilman Bush yes, Councilman McNeil yes Motion carried.

2. Resolution to create a Campground capital improvement reserve fund BILL # 2021-44; Moved by Deputy Supervisor Dailey, seconded by Councilman Putney; Councilmember Bush questioned if the Campground would pay back the General Fund from the profit taken in for the reserve account. Supervisor Nelson stated yes. Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilman Putney yes, Councilman Bush yes, Councilman McNeil yes Motion carried.
3. Resolution to hourly wage of beach/campground employees for 2021 – BILL #2021-48; Moved by Deputy Supervisor Dailey seconded by Councilmember Bush Discussion followed Councilmember Bush stated the resolution per hour rate increase that will be paid is an increase from what was budgeted for in 2021. Supervisor Nelson responded that the difference would come out of General fund beach/campground account. Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes Motion carried.
4. Resolution to appoint Emma Akins to the Board of Assessment Review – BILL #2021-49; Moved by Councilmember Putney seconded by Deputy Supervisor Dailey Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes Councilmember McNeil yes Motion carried.
5. Resolution to accept the filed AUD (Annual Update Document) that was filed with the OSC on February 25, 2020 – BILL #2021-50 Moved by Deputy Supervisor Dailey seconded by Councilmember Putney yes, Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes Motion carried.
6. Resolution to award a bid for sale of land – BILL# 2021-51; Moved by Deputy Supervisor Dailey seconded by Councilmember Bush Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney abstained due to High bidder being a relative, Councilmember Bush yes, Councilmember McNeil yes, Motion carried.
7. Resolution to contract to survey Town property with Jacobs Surveyor #BILL# 2021-52; Moved by Deputy Supervisor Dailey seconded by Councilmember Bush Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes Motion carried.
8. Resolution to award harvesting of timber on Baker Road property BILL# 2021-53; Moved by Deputy Supervisor Dailey seconded by Councilmember Bush Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes, Motion carried.
9. Resolution to Proclaim April as Month of the Military Child BILL# 2021-54; Moved by Deputy Supervisor Dailey seconded by Councilmember Putney Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes, Motion carried.
10. Resolution authorizing the Supervisor to submit a grant application to the RVRDA BILL# 2021-55; Moved by Councilmember Bush seconded by Deputy Supervisor Dailey Discussion followed between Supervisor Nelson and current provider of the internet equipment service at Lisbon Beach/Campground, Chad Rice. Mr. Rice expressed concern with the cost of the VOIP communication/internet equipment and the time frame it will take for installation, and also questioned if the Town will be needing his services in the future. Supervisor Nelson responded the Town is applying for grants to help reduce costs, but also has money in the budget. Work has started to get the internet running for the opening of the 2021 Camping season and at the point the Town has their own equipment there will not be a

need for his services. Supervisor Nelson advised Mr Rice to put a proposal in. Roll call Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush yes, Councilmember McNeil yes, Motion carried.

J. Appointments:

Moved by Councilmember Putney seconded by Deputy Supervisor Dailey to Reappoint Stephen Wallace to the Board of Assessment Review for a five-year term. Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Councilmember Bush no, Councilmember McNeil yes, Motion carried.

K. New Business:

Updates on how The American Rescue Plan Act is going to impact Towns will be forthcoming. The Department of Treasury will issue guidance and regulations. Information will be shared as it becomes available.

L. Moved by Deputy Supervisor Dailey to adjourn at 7:19 pm seconded by Councilmember Bush, All in favor.

Respectfully Submitted,

Alberta L Hyde, Town Clerk

DRAFT