

**Town of Lisbon Board Meeting Agenda**  
**Wednesday, July 13, 2022**  
**6:00 P.M.**

- A. Pledge of Allegiance
- B. Call to order
- C. C. Approval of previous meeting minutes
- D. Public hearings
- E. Reading of Correspondence / Communications
- F. Public Comment Period - Citizen Participation (5 minutes per person)
- G. Report from County Legislature – Legislator Forsythe
- H. Approval of Voucher Abstract and Audited Claims

<i>Claims to be paid from the A-General Fund</i>	\$ 25,828.62
<i>Claims to be paid from the DA-Highway Fund</i>	\$147,308.84
<i>Claims to be paid from the SS – Lisbon Sewer District Fund</i>	\$ 19,708.68
<i>Claims to be paid from the SW – Lisbon Water District Fund</i>	\$ 2,552.93
<i>Claims to be paid from the TA – Trust and Agency Fund -</i>	\$ 1,075.76
<b><u>Total Claims Abstract 005:</u></b>	<b><u>\$ 196,474.83</u></b>

Payroll 13 - \$36,059.95; Payroll 14 - \$38,256.22 = \$74,316.17 - Total Payroll paid

(All Matters listed under this item are considered to be routine and will be enacted by one motion without separate discussion. If discussion is desired, the item may be removed from the consent agenda and considered separately.)

I. Budget review:

J. Reports of Departments

- Supervisor report - WWTP project, pre-bid meeting; Bond – Joe Russell; RNY grant;
- Highway Superintendent Report
- Town Clerk Report
- Justice Court Report
- Assessor Report
- Code Enforcement Officer report
- Campground Director report
- Approval of Reports – Action required by the Board

- Reports of Boards and Committees

- Planning Board Report
- Recreation Report
- Homecoming Committee
- Library – Michelle Stottlemyer McLagan
- Museum

K. Action Items:

Items for Town Board Action

1. Resolution to award IT purchases for Town technology project – BILL# 2022-40
2. Resolution to modify the 2022 284 Highway agreement – BILL# 2022-41
3. Resolution to award bid for the purchase of a Stacker - – BILL# 2022-42

1. Resolution to hire seasonal employees at the Beach and Campground - BILL #: 2022-43

L. Appointments

M. New Business

N. Old/Unfinished Business – ARPA request list – action at August meeting

O. Items for discussion

P. Public Comment Period - Citizen Participation (3 minutes per person)

Q. – Executive Session – Upon a majority vote upon a motion that identifies the subject to be considered, the Town Board may conduct an executive session to discuss any of the 8 items identified as proper in accordance with Public Officers law 105(1)

R. Adjournment.

# Business of the Town Board of the Town of Lisbon

SUBJECT:  
Resolution to purchase IT equipment for the Town IT  
Upgrade project.

FOR AGENDA OF: July 13, 2022  
BILL #: 2022-40  
DEPT. OF ORIGIN: Supervisor  
DATE SUBMITTED: July 13, 2022

APPROVED BY TOWN ATTORNEY – Yes \_\_\_\_\_ No \_\_\_\_\_ N/A X

EXHIBITS: Resolution

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes X No \_\_\_\_\_

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: \$20,000	BUDGETED: \$20,000	REQUIRED: \$0

## SUMMARY STATEMENT

Resolution to purchase IT equipment and cabling for the campground

### RECOMMENDED ACTION

Passage of this resolution.

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

### VOTE ON ROLL CALL:

Supervisor Nelson \_\_\_\_\_ Deputy Supervisor Putney \_\_\_\_\_

Town Councilman Dumas \_\_\_\_\_ Town Councilman Bush \_\_\_\_\_

Town Councilman McNeil \_\_\_\_\_

## **A resolution authorizing the purchase of computer/IT equipment and related services for the implementation of Information Technology projects**

WHEREAS, the Town of Lisbon is authorized to participate in the New York State Office of General Services IT/Computer procurement process; and

WHEREAS, the Town applied for and received a grant from the RVRDA for technology upgrades at the various Town facilities; and

NOW THEREFORE BE IT RESOLVED by the Town of Lisbon Board that the Supervisor is hereby authorized to purchase computer equipment and related services, including but not limited to computer hardware, servers, networking equipment, printers, maintenance and professional services for the implementation of Information Technology Strategic projects for an estimated amount of \$20,000 in accordance with the RVRDA Grant application plan. Further, the Town Supervisor or his designee is authorized to execute contracts and any other necessary documents related to this project.

# Business of the Town Board of the Town of Lisbon

SUBJECT: Resolution to modify the Highway 284 Agreement for the Town of Lisbon for 2022. FOR AGENDA OF: July 13, 2022  
BILL #: 2022-41  
DEPT. OF ORIGIN: Supervisor  
DATE SUBMITTED: July 13, 2022

APPROVED BY TOWN ATTORNEY – Yes \_\_\_\_ No \_\_\_\_ N/A \_\_\_\_

EXHIBITS: Resolution

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes \_\_\_\_ No \_\_\_\_

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: -0-	BUDGETED: -0-	REQUIRED: -0-

## SUMMARY STATEMENT

Resolution agreeing to modify expenditures for repair and improvement of highways

### RECOMMENDED ACTION

Passage of this resolution.

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

VOTE ON ROLL CALL:

Supervisor Nelson \_\_\_\_\_ Deputy Supervisor Putney \_\_\_\_\_

Town Councilman Dumas \_\_\_\_\_ Town Councilman Bush \_\_\_\_\_

Town Councilman McNeil \_\_\_\_\_

**WHEREAS**, The Town adopted the Highway 284 agreement on Janaury 2022, and

**WHEREAS**, the Highway Superintendent has requested a modification to the adopted plan: and

**WHEREAS**, in addition to changes in the miles of road to be improved, and

**WHEREAS**, the Highway Superintendent has received approval from the New York State Dept. of Transportation CHIPS funds to allocate \$105,000 from road improvements to the purchase of a XXXX piler; and

**NOW THEREFORE BE IT RESOLVED** that the 284 agreement shall be modified, re-written and signed in duplicate by a majority of the members of the town board, and by the Town Highway Superintendent, before the same shall take effect. One of such duplicates shall be filed in the office of the Town Clerk and one in the office of the County Highway Superintendent. Such moneys shall be paid out by the Supervisor on vouchers approved by the Town Highway Superintendent in accordance with such written agreement.

# Business of the Town Board of the Town of Lisbon

SUBJECT: FOR AGENDA OF: July 13, 2022  
A resolution authorizing the purchase of a Stacker for the Highway Dept. with CHIPS funds BILL #: 2022-42  
DEPT. OF ORIGIN: Highway  
DATE SUBMITTED: July 13, 2022

APPROVED BY TOWN ATTORNEY – Yes  No \_\_\_\_\_ N/A \_\_\_\_\_  
EXHIBITS: Resolution

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes  No \_\_\_\_\_

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: \$105,000	BUDGETED: <u>\$105,000</u>	REQUIRED: -0-

### SUMMARY STATEMENT

A resolution authoring the purchase of a Stacker for the Highway Dept.  
RECOMMENDED ACTION  
Passage of this resolution.

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

VOTE ON ROLL CALL:  
Supervisor Nelson \_\_\_\_\_ Deputy Supervisor Putney \_\_\_\_\_  
Town Councilman Dumas \_\_\_\_\_ Town Councilman Bush \_\_\_\_\_  
Town Councilman McNeil \_\_\_\_\_

**WHEREAS**, the Town Highway Superintendent recommended the purchase of a McCloskey Stacker ST100 to be used for stacking various materials used for road maintenance, and

**WHEREAS**, the Highway Superintendent has received permission to use CHIPS funds to pay for the purchase of the Stacker, and

WHEREAS, the Town has modified the annual 284 Highway agreement to reflect same, and

WHEREAS, the Town has budgeted in the 2022 Highway Budget these CHIPS expenses; and

**WHEREAS**, the Stacker is available on the \_\_\_\_\_ Purchasing Contract, number, and in accordance with Town Purchasing policy, the Highway Superintendent has received quotes from three vendors, quoted from the New York State contract, and

**WHEREAS**, Tora Crushing and Screening is able to meet the bid requirements for the Stacker, and

**WHEREAS** the Town Board approves the purchase of a McKloskey Stacker ST100 for \$105,000 ; and

**WHEREAS**, this purchase price is within the budget allocation for this purchase, and  
**WHEREAS**, all bid documentation has been submitted as well as NYS Dept of Transportation approvals to use CHIPS funds for this purchase, and

**NOW, THEREFORE, BE IT RESOLVED**, the Town of Lisbon Town Board awards the bid to Toro Crushing and Screening and authorizes the Highway Superintendent to purchase said Stacker from Toro Crushing and Screening for the price of \$105,000.

# Business of the Town Board of the Town of Lisbon

SUBJECT: Resolution to hire seasonal employees at the Beach and Campground.  
FOR AGENDA OF: July 13, 2022  
BILL #: 2022-43  
DEPT. OF ORIGIN: Supervisor  
DATE SUBMITTED: July 13, 2022

APPROVED BY TOWN ATTORNEY – Yes  No  N/A

EXHIBITS: Resolution

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes  No

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: -0-	BUDGETED: -0-	REQUIRED: -0-

## SUMMARY STATEMENT

Resolution to hire seasonal employees at the Beach and Campground

### RECOMMENDED ACTION

Passage of this resolution.

MOVED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

VOTE ON ROLL CALL:

Supervisor Nelson \_\_\_\_\_ Deputy Supervisor Putney \_\_\_\_\_

Town Councilman Dumas \_\_\_\_\_ Town Councilman Bush \_\_\_\_\_

Town Councilman McNeil \_\_\_\_\_

## **TOWN OF LISBON RESOLUTION AUTHORIZING THE EMPLOYMENT OF SUMMER SEASONAL HELP AT THE LISBON BEACH AND CAMPGROUND**

**WHEREAS**, during the summer season it is the custom of the Town to employ individuals on a seasonal basis to assist at the Lisbon Beach and Campground: and

**WHEREAS**, it is the desire of the Town Board to hire the following individuals for a period of time beginning on opening of the Campground May 1, 2022 and concluding at the close of the Campground on October 15, 2022 as the labor is needed; and

**NOW BE IT THEREFORE RESOLVED**, that the following individuals are appointed, subject to the Town hiring policies, as a summer seasonal employees to be paid at the hourly rate set forth next to their name:

1. - \$13.20/hr. – Beach and Campground
2. - \$13.20/hr. - Beach and Campground
3. - \$13.20/hr. - Beach and Campground

**BE IT FURTHER RESOLVED**, that the Supervisor is hereby is authorized to place the aforementioned individuals on the Town payroll for the summer season and to pay the salaries as set forth above, expenses allocated to the Beach and Campground.