

**TOWN OF LISBON
TOWN BOARD MEETING
August 12, 2020
LISBON TOWN HALL
DRAFT**

Roll Call Present:

Supervisor William Nelson
Town Clerk Alberta Hyde
Highway Superintendent Michael Baldock
Attorney Charlie Nash Esq

Deputy Supervisor Nathanael Putney
Councilmember Robert McNeil
Councilmember Alan Dailey
Councilmember Ronald Bush

Also, Present: Michelle McLagan, Patricia Fletcher, Nancy LaFave, Scott Moore, Steve Wallace, Todd Armstrong, David Forsythe, Todd Miller, Marc McDonell

A. Pledge of Allegiance

B. Meeting called to order

Supervisor Nelson called the meeting to order at 6:02 p.m.

C. Approval of Minutes:

Motion by Councilman Dailey seconded by Deputy Supervisor Putney to accept the minutes of the regular board meeting July 8,2020. Discussion followed: Supervisor Nelson presented an edit copy of the Minutes for July 8,2020. Supervisor Nelson explained the changes were minor but that he is very particule about how things are worded due to possible legal actions in the future. The Association of Towns was contacted regarding the procedure of the Town minutes. The law states that the Town Clerk will send all board members at the same time a draft of the minutes within 14 days of the last board meeting. The Board at that time can contact the Town Clerk with any corrections. The Town Clerk has the right not to accept any changes to the minutes, in this case if the minutes are not accepted by the board at the next Town Board meeting the minutes will be recorded as a DRAFT. Motion by Councilman McNeil to accept the edit minutes seconded by Deputy Supervisor Putney roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Council Member Dailey yes, Council Member McNeil yes, Council Member Bush yes, Motion Carried.

D. Reading of Correspondence/Communications

n/a

E. Presentations:

n/a

F. Public Comment:

n/a

G. Report from County Legislature Representative

Legislature Forsyth reported

- 1.The finance audit committee will be meeting next week; the County is a little shy of the 36 million fund balance that is recommended.
2. The County is aware of the issues on County Route 28A from the Pray Road to the intersection of County Rt 28. The request to conduct a traffic safety/speed study needs to be a resolution from the Town.

3. The County has hired Cindy Akerman for the position of Commissioner of Social Services, she will start next week.
4. Regarding the proposal for more equitable sales tax distributing across St. Lawrence County, County Legislature advised that the County has made significant cuts, parcels have been cleaned up and roads repaired/paved.

H. Approval of Voucher Abstract and Audited Claims:

The following Abstract of vouchers were submitted for approval:

General Fund-\$23,721.76	Highway-\$399,995.91
Sewer-\$2,027.21	Water-\$3,809.97

Supervisor Nelson made a motion to approve payment of all bills, seconded by Councilmember Dailey, Discussion followed: Councilmember McNeil questioned the DANC payment. There is an extra base expense not covered under the contract, also a bill for a water hydrant. Highway Superintendent Baldock explained that the hydrant had to be bagged due to being labeled unusable by the Fire Department, the hydrant in question is across from the Lisbon School and beside United Helpers. Highway Superintendent Baldock added that the Highway Crew has been doing a lot of the upkeep for the Water/Sewer district since January and not billing the Water/Sewer accounts due to their fund balances being low. Councilmembers agreed that a conversation needs to be held about the rates and the overall running of the system. The last bill in question was the Wi-Fi at the Lisbon Beach/Campground. Chad Rice is still going to need to be paid for use of his equipment even with Spectrum installed. Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Bush yes, Councilmember Dailey yes, Councilmember McNeil yes. Motion Carried

I. Reports of Departments:

Campground Director-

1. The Campground has two workers both from Lisbon under the County's work program. They are both working out very well.
2. Spectrum is scheduled to install the Wi-Fi tomorrow.
3. The Town is currently paying the service fee for individuals to use the credit card machine. This bill is getting to be expensive for the Town. The Town will investigate changing the system so that the individuals will pay for this expense themselves at the time of the transaction.
4. There has been a request to name the boat ramp road after the former Highway Superintendent that helped install it, Tim Dow. Highway Superintendent Baldock stated that if the road were named that it would be added to the miles the Town has which affects the amount the Town receives from the chips program. Discussion followed.
5. Resolutions #2020-88 and 2020-89 passed at last month's board meeting regarding the specifications will be reviewed and an update given at next month's board meeting.

Supervisor's Report-

Supervisor Nelson stated that the Town Board had been given the monthly financial statements and there was no update on the audit. Deputy Supervisor Putney added he had been in office regarding the town's revenue/expenses and everything is right on.

Code Enforcement-

1. There is going to be new construction on the Pray Road across from the Rivers property that has been an ongoing issue. Mr. Rivers has agreed to move his items onto his property.

2. To date we are at 85 permits for the year. This includes 6 new residences. The amount of fees collected are recorded on the Town Clerk's report each month. There is no way to track phone calls that are received, but mileage is recorded on the town truck.
3. Deputy Supervisor Putney asked about the former Bruce Hill property at 6768 CR 10. There is an issue with garbage and infestation. The Town has no right to be on the property but has been informed that there is work being done to identify the administrator of the estate.
4. Bruce Parmeter has put up a fence on his property on the Tuck Road. Supervisor Nelson questioned if anything could be done because the fence is 16 ft high and could be a safety issue. Code Enforcement Officer advised the Supervisor that the Town does not have a fence law.
5. There have been complaints on the Mills property on 37 regarding the septic system and electrical issues which can be addressed by the Code Officer. Deputy Supervisor Putney suggested the Code Officer not go out alone to this property.
6. State Police denied getting involved with the issues between the neighbors on the Five Mile Line Road between Stevenson/Murphys.

Highway Superintendent-

1. The Town Highway Crew has been hauling more millings from Ogdensburg which is a big savings for the Town.
2. Work is being done on the old plow truck, the insurance company stated it could be used for parts or fixed to use again.
3. Chips forms have been completed and sent in. The Town should receive payment of \$351,244.99 on September 30, 2020. There is still \$22,372.67 left to spend.
4. Robert Winters is going to retire on November 19, 2020. The Highway Superintendent would like to replace him as soon as possible to get someone trained before winter.
5. A request has been completed to conduct a traffic speed study from the Pray Road to the intersection of County Route 28.

Town Clerk-

1. Paperwork has been completed and mailed to the County Treasurer's Office regarding the collection of school taxes.
2. The Potsdam Humane Society has not been paid for the 2020 contract. At last month's board meeting a Resolution #2020-91 was passed to authorize the Supervisor to sign an agreement and pay the budgeted amount of \$2,750.00. The Potsdam Humane Society is asking for the amount in the contract, which is \$2,888.00, an additional \$138.00. Discussion followed with a couple of members stating they would make a personal donation to cover the extra \$138.00 amount requested.
3. The Town is scheduled to have a free rabies clinic at the Lisbon Fire Station on October 21, 2020, safety guidelines from Public Health have been reviewed by the Lisbon Fire Station and a safety plan has been set in place.
4. Randy LaMay has resigned from the Assessment Board of Review effective immediately.

J. Reports of Boards and Committees:

Planning Board-

Councilmember Bush reported there was no meeting for the Planning Board this month.

Recreation Committee-

Deputy Supervisor Putney, the liason for the recreation committee, is concerned that he is not being made aware of issues that have come up till after decisions have been made. Deputy Supervisor Putney asked in the future to be informed of all and any issues, so he has a chance to resolve them first. Discussion followed regarding if the Recreation Coordinator had been contacted, Supervisor Nelson responded that

he is responsible to run the day to day business. The board pointed out that there is five members on the board and that the purpose of the liasons is to help.

Homecoming Committee-

Due to the COVID-19 all the large events have been canceled this year. Councilmember McNeil stated he feels comfortable having the money raised this year by the Homecoming Committee earmarked for next year's events.

Library-

Curbside service is going well, looking forward to the next phase of opening the Library to the public.

Historian/Museum-

The Town Historian's office will be relocating to the Town Hall this month. The Historian will continue to check with the forward NY to see if events can happen at the Museum this fall.

K. Town Board Action Items:

1. Resolution for budget amendments and to authorize the transfer funds-Bill #2020-92 moved by Supervisor Nelson seconded by Councilmember Dailey: roll call-Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes; Motion carried.
2. Resolution to hire seasonal employees at the Beach and Campground-Bill #2020-93 moved by Supervisor Nelson seconded by Councilmember Bush: roll call-Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes; Motion carried.
3. Resolution Supporting the City of Ogdensburg County Sales Tax apportionment to local municipalities proposal-Bill #2020-94 moved by Supervisor Nelson seconded by Deputy Supervisor Putney. Discussion followed: Councilmember McNeil questioned the formula used, would like to see it split 50/50 for all. Resolution was tabled until next meeting.
4. Resolution to adopt New York State Archives 2020 Local Government record retention and disposition Schedule LGS-1-Bill #2020-95 moved by Councilmember McNeil seconded by Deputy Supervisor Putney: roll call-Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes, Motion carried.
5. Resolution to purchase a steam jenny for the highway department-Bill #2020-96 moved by Deputy Supervisor Putney seconded by Councilmember Bush. Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes, Motion carried.
6. Resolution to adopt the 2020 uniform code-NYS Building Codes-Bill #2020-97 moved by Deputy Supervisor Putney seconded by Councilmember Dailey. Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes. Motion carried.
7. Resolution to request the county to conduct a traffic speed study on CT Rt 28A-Bill #2020-98 moved by Councilmember McNeil seconded by Councilmember Bush. Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes. Motion carried.

L. New Business

There is an issue with past employee Doug Smith's retirement. It has been found to be human error on the NYS Retirement side. Discussion followed regarding if anything could be done to reimburse Doug for services he performed after losing the assistant at the Water/Sewer plants and Doug having to take on all

the responsibilities. Some board members do not feel Doug was treated fairly; Supervisor Nelson will investigate NYS wage law to see what, if anything, can be done at this time.

M. Items for Discussion

Highway Superintendent Baldock questioned having the land that is no longer being used in the Sandpit surveyed and possibly advertise if the Town Board decides to sell. Discussion followed.

N. Public Comment Period

n/a

O. Executive Session

At 8:22 PM Supervisor Nelson made a motion to go into executive session to discuss property, tax certiorari proceeding, and personnel matter seconded by Councilman McNeil, all in favor, motion carried. At 10:32 PM Deputy Supervisor Putney made a motion to come out of executive session seconded by Councilmember Bush, all in favor, motion carried.

1. Resolution to hire Attorney Charles Nash to represent the Town in a tax certiorari proceeding-Bill #2020-99 moved by Councilmember Bush seconded by Deputy Supervisor Putney. Roll call-Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes. Motion carried.

2. Resolution authorizing the Town Attorney to reach an agreement on a tax certiorari proceeding for CARI Bill #2020-100 moved by Councilmember Dailey seconded by Councilmember McNeil. Roll call-Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes. Motion carried.

Councilmember Dailey made a motion to adjourn the meeting, seconded by Councilmember Bush at 10:35 PM. All in favor. Motion carried.

Respectfully submitted,

Alberta Hyde, Town Clerk