

**Town of Lisbon Board Meeting  
Wednesday February 8,2023  
Lisbon Town Hall  
6963 Co Rt 10 Lisbon, NY 13658**

- A. **Call to order** by Supervisor Nelson at 6:00pm
- B. **Roll Call:** Supervisor William Nelson      Deputy Supervisor Nathanael Putney  
Councilmember Ron Bush                      Councilmember Jeff Dumas  
Absent: Councilmember Robert McNeil  
Also present: Highway Superintendent Michael Baldock, Town Clerk Alberta Hyde, Assessor Steve Teele, CEO Marc McDonell, Campground Director Todd Miller, Attorney Charles Nash, Legislator David Forsythe, several residents
- C. **Public Hearing:** Supervisor Nelson called the Public Hearing regarding Local Law no. 1 of the year 2023 to order at 6:03 pm. Said Local Law would provide a partial exemption from taxation to persons 65 years of age or older. With no comments made Supervisor Nelson closed the Public Hearing at 6:04 pm.
- D. **Approval of previous meeting minutes:** Supervisor Nelson requested that the meeting minutes not get discussed or approved since he had not received them. Town Clerk Hyde responded that All Town Board members were e-mail the minutes from the three meetings held in January 2023. Town Board agreed to table approval of said minutes until Supervisor Nelson can review them. A copy of said minutes will be printed for Supervisor Nelson.
- E. **Correspondence:** Town Clerk Hyde notified the Town Board-
- 1- E-mail received from resident Dicky Marcellus regarding purchasing land owned by the Town. Assessor Teele will go into detail later in the meeting.
  - 2-Letter received from Lisbon Central School District regarding Joint Maintenance Facility Consideration. Town Clerk Hyde e-mailed said letter to each Town Board Member. Lisbon Central School District has consulted with Senator Ritchie, Mark Walczak, and Rural school's offices. Taking into consideration relation to land acquisition and funding sources Lisbon Central School is moving forward with a plan to build on the current campus.
- F. **Public Comment:**
- 1- Russ Finley 956 Fulton Road Lisbon approached the Town Board stating that due to the repairs/upgrades done on his road it has caused significant water damage to his property. Supervisor Nelson stated that this is a Legal matter. Mr. Finley then left the board meeting.
  - 2- Steve Wallace requested an update regarding the Woodcrest RNG project. Supervisor Nelson stated CEO McDonell will be giving an update later in the meeting.

**G. Report from County Legislature- Chairman Forsythe**

- 1-Thank you to EMS/Firefighters regarding the Bus accident in Louisville, where six victims lost their lives, and several others were injured. Several departments from St. Lawrence County responded and did an outstanding job.
- 2-Discussion was had regarding the -EMS shortage in St Lawrence County
3. St. Lawrence County has approximately 116 Adult's homeless currently
4. Chairman Forsythe has been in contact with Gray, Wallace, Stec offices, keeping communications going between everyone.
5. Ongoing discussions regarding Solar developments in St Lawrence Co.
6. A plaque was presented to Ruth Doyle for her years of service.
7. Application is available for the RVDA grants. Lisbon is encouraged to apply.
8. St Lawrence County has an issue with Blight properties also known as unattended properties. The County is looking at demolition of 5 residential properties that have not been maintained by the owner who have not paid property taxes in more than three years.
9. Looking for any input/ recommendations for use of the old jail in Ogdensburg
10. Possible changes to who will receive the funds from the County Tax Auction, State or County
11. The County is looking into a land purchase; 2695 White Hill Road in Town of Hopkinton for \$1.00. Land Purchase will be used for the purpose of Emergency Services.
12. Proposition for Boces to purchase thirteen acres in Norwood for \$30,000.00. This would allow Seaway Tech Center a shorter access route for a future connection to the Norwood Village Water System.

**H. Approval of Audited Claims:**

General- \$ 32,170.22	Highway-\$133,804.02
Water-\$940.74	Sewer-\$9139.15
HA-\$140,037.90	Payrolls-\$144,474.70.

Motion by Supervisor Nelson seconded by Councilmember Bush to approve payments to bill # 1-86. Discussion followed regarding a voucher put in by the American Legion of Lisbon. Supervisor Nelson stated that the Town was not legally allowed to pay for maintenance with the ARPA money. Town Board was in favor of not paying this invoice, Supervisor Nelson will contact the American Legion. Ayes 4 Nays 0 Motion carried.

**I. Budget Review:**

Supervisor Nelson suggested to table Payroll /Financial records audit for 2022 but keep them on the to do list, also to have Councilmember McNeil and Deputy Supervisor Putney conduct the Justice Court Audit for 2022 by the end of March 2023

**J. Reports of Departments:**

**Supervisor-**

- 1- 2022-year end has been closed
- 2- Working on the AUD for 2022
- 3- Working on closing January of 2023  
Will get reports out to the Town Board once completed.
- 4- Regarding the Bids for the Highway garage emergency generator. Low bidder for the project was Sparx Construction, but they do not meet the qualifications regarding the Insurance needed to be carried. Discussion followed with the Lisbon Town Board all in agreement to

reject this bid for the above stated reason and go with the seconded lowest bid: Watson Electric, Inc Norwood, NY

**Highway Department-**

- 1- Issues regarding repairs that have been expensive, with the 2013 Mack and the Loaders
- 2- Discussion regarding use of Chips money to replace equipment.
- 3- Update on ordering the new plow truck. If the Town orders the new truck they will be able to get in writing that the Federal Mandated surcharge for 2024 emissions would not cost the Town any more than \$10,000.00
- 4- Discussion regarding the Funds from OFC: When and How much the Town received. Supervisor Nelson will get the information out to the Town Board.
- 5- There is an issue with the water flow behind the Town Sewer Plant. The culvert under the Railroad is not working properly. The Ogdensburg Bridge and Port Authority is responsible and will be contacted.

**Town Clerk-**

- 1- Complaints have been received regarding the streetlights going out; discussion followed with the Supervisor stating that he had been contacted regarding the Town of Lisbon upgrading to LED lights with no cost to the Town. Supervisor was asked to investigate this.
- 2 Elizabeth Parmeter is requesting a letter regarding how much the Town's Insurance is costing her for the 2023 year.
- 3- Discussion had regarding the Town to have a financial audit done and a training on the Williamson program. Highway Superintendent Baldock has had concerns each month regarding the Highway accounts and the money it was costing due to an increase in Diesel/gas, material. and supplies. Highway Superintendent Baldock was told there were funds, then in December of 2022 the accounts were short.
- 4 The Towns Credit Card accounts have been closed. Discussion followed with Supervisor Nelson stating that he would investigate getting the Town new credit cards from a State Bid. Town Clerk Hyde contacted North Shore solutions regarding the Town of Lisbon web page. North Shore Solutions stated that there is no problem with the Town Clerk having access to the web page. Town Board agreed.
- 5 Supervisor's e-mail is still not working properly, the Town Clerks office has been taking messages and printing off e-mails for the Supervisor, but this has become very time consuming especially during Tax season. The Town needs to consider hiring a bookkeeper.
- 6 Minutes from the December 28,2022 meeting need to be turned into the Town Clerk

**Code Enforcement Officer**

- 1- CEO McDonell Thanked Legislator Forsythe for his help to get a resolution passed by St. Lawrence County to releasing the property at 9435 St Hwy 37 in the Town of Lisbon so it could possibly be sold.
- 2- On going issues with the animals at 5 Nelson Road in the Town of Lisbon running at large. St. Lawrence County Sheriffs have been notified and are investigating.
- 3- Even with the cost of Material up the Town of Lisbon ended the year with sixteen new homes being constructed.

Moved by Councilmember Bush seconded by Deputy Supervisor Putney to except the reports from all departments Ayes 4 Nays 0 Motion carried.

**K. Reports from Boards:**

**Planning Board-**

- 1- AES did a presentation at last month's Planning Board meeting, talked about a change that was requested by residents regarding the type of Vegetation that would be planted and a host agreement. The company has been very responsive to the community and keeping communication going.
- 2- RNG Digester: There has not been any contact between the Town of Lisbon, Lisbon Fire District/Department or Town Residents and BerQ Engineering since the January 10,2023 Special Board Meeting to the best of the Town's knowledge. CEO McDonell is requesting from Lisbon Town Board how they would like to proceed regarding this matter. CEO McDonell pointed out that nothing he has seen states that this project is Ag. At what point does the Town of Lisbon issue a stop work order. Discussion followed: Attorney Nash stated that he does not have the time or the office help to handle this legal matter. Councilmember Dumas questioned if the Town has a fund set up for legal fees if not can the Town request Legal fees be rewarded to the Town. Councilmember Bush stated by doing nothing the Town is setting a precedence and if something was to happen on the site is the Town liable. The biggest concern is not knowing if there is any Hazards to the community like Air/Water Quality. The Town doesn't want to stop this project but without a Site Plan filed they have no way getting answers to their concerns. Town Supervisor Nelson pointed out that the Town Board took a vote previously and it was three to two that the project is non- ag. CEO McDonell will proceed with the Stop Work Order and follow the procedure's set it place.

**L. Action Items:**

- 1-Resolution to adopt the 2023 Town Board meeting dates/time- Bill # 2023-09 Moved by Deputy Supervisor Putney seconded by Councilmember Bush to bring off the table. Discussion followed regarding the time to start the Town Board Meetings. Everyone agreed starting in March of 2023 to begin the Town Board Meetings at 5:00PM Town Clerk Hyde was asked to put this on the Town's Web page. Ayes 4 Nays0 Motion carried.
- 2-Resolution to adopt Local Law 1 of 2023 to increase the senior citizen income exemption Bill # 2023-31 Moved by Councilmember Bush seconded by Councilmember Dumas Ayes 4 Nays Motion carried.
- 3-Resolution to Roll over a portion of chips money in 2023 for the purpose of purchasing equipment Moved by Supervisor Nelson seconded by Council Member Bush Ayes 4 Nays 0 Motion carried

**M. New Business:**

- 1- Assessor Teele stated that the Two parcels owned by the Town of Lisbon on St Hwy 37 that Mr. Marcellus is inquiring about are:  
Tax map # 38.034-1-18, 2.5 acres and #38.034-1-19 ,1.5 acres both rural vacant land.  
Assessor Teele had pictures/information regarding both parcels. Discussion followed with the Town Board in agreement not to sell these parcels at this time. Town Clerk Hyde was asked to notify Mr. Marcellus.
- 2- Discussion had regarding the EMT's /Firefighters exemptions. Lisbon Town Board will wait for more information from St. Lawrence County Legislator's

**N. Old Business:** Councilmember Dumas questioned the following:

1-Update on the Town of Lisbon's Medical Center

- a- Lease has expired between the Town of Lisbon and Claxton Medical Center
- b- Liability Insurance listing the Town of Lisbon as an additional insured has expired.
- c- The building is going to need maintenance soon.

Discussion followed: Attorney Nash comment there should be an account with funds from residents that have left money for the upkeep also Attorney Nash has reached out to another Attorney regarding the Town ending the Lease. Councilmember McNeil has been working on the issue between the Town of Lisbon and Claxton Medical Center so Deputy Supervisor Putney will reach out to Councilmember McNeil for an update.

2-Bookkeeper's position: Supervisor Nelson said that he will be advertising for the position.

3-Liaisons: Supervisor Nelson recommended that this be tabled till there was a full Town Board present.

**Adjournment-** Moved by Councilmember Bush seconded by Councilmember Dumas to adjourn at 8:29 PM All in favor.

**Respectfully Submitted**  
**Alberta L Hyde, Town Clerk**