

Town of Lisbon Board Meeting  
Wednesday, June 14, 2023  
Lisbon Town Hall  
6963 Co Rt 10 Lisbon, NY 13658

- A. **Call to order with the Pledge of Allegiance** by Supervisor Nelson at 7:00 PM
- B. **Roll Call:** Supervisor William Nelson                      Deputy Supervisor Nathanael Putney  
Councilmember Ron Bush    Councilmember Robert McNeil  
Councilmember Jeff Dumas  
Also present: Highway Superintendent Mike Baldock, Town Clerk Alberta Hyde, CEO Marc McDonell, Campground Director Todd Miller, Legislator David Forsythe, Historian Nancy LaFaver Assessor Steve Teele, several residents
- C. **Communications/ Correspondence:**
- 1- Election Officers requested a coffee pot be purchased to be used for the primary and regular election day. The cost would be approximately \$15.00.
  - 2- Lisbon Marching Band Booster Club asked if the Lisbon Town Board would purchase a new US Flag set. Price would not exceed \$250.00.  
Supervisor Nelson stated that the money for both items could be taken out of Economic Assistance. The Town Board agreed.
- D. **Approval of previous Meeting minutes-**
- 12/28/22 Motion by Councilmember McNeil seconded by Councilmember Bush to approve the minutes of 12/28/22 All in favor Motion Carried.
- 3/8/23 Supervisor Nelson requested that one sentence be changed under F paragraph one. Sentence stating that Supervisor denied the conversation will be replaced with "That is not what I said" Motion by Councilmember McNeil seconded by Councilmember Bush to approve the minutes of 3/8/2023 with the stated correction. 4 yes, Supervisor Nelson opposed. Motion carried.
- 4/5/23 Motion by Councilmember Bush seconded by Deputy Supervisor Putney to approve the minutes of 4/5/2023 All in favor.
- 4/12/23 and 5/10/23 Councilmember Bush requested that the letters that were read at the 4/12 and 5/10/23 Town Board Meeting by Ms. Nelson be entered into the minutes as an attachment Moved by Councilmember Bush seconded by Deputy Supervisor Putney to approve the minutes with the attachment. All in favor Moved by Councilmember Bush seconded by Deputy Supervisor Putney to approve all the amendments All in favor.
- E. **County Legislature**
- 1-County recognized June as Dairy Month
  - 2-Issue with filling vacancies in the County Department's
  - 3-6-month update on the County's MAT program
  - 4-City of Ogdensburg has won their Tax appeal
  - 5- Update on the County's Transfers Station improvements on the Lisbon Wagner Road
  - 6-County is waiting to hear from the State regarding how the Tax Foreclosure money is handled

7-Discussion followed regarding Budget talks, mowing on SH 68, celebration of Revolution War, cleaning up properties, Towers, and Indian Land trade

**F. Approval of Audited claims:**

General-\$47,750.15

Highway-\$388,223.10

Water-\$1,531.62

Sewer-\$2,414.49

HA-\$7,075.00

T&A-\$1,183.74.

Motion by Supervisor Nelson seconded by Councilmember Bush to make payments to bill # 278-377 Ayes5 Nays0 Motion carried.

**G. Budget review:** Councilmember McNeil and Deputy Supervisor Putney will meet with Supervisor Nelson to complete the 2022 Financial audit. Town Clerk Hyde will advertise the date/time.

**H. Reports of Departments:**

**Supervisor-**

1-Update on training of the new Bookkeeper

2-May has been closed balanced and reconciled, reports e-mailed to Board members

3-Moving forward on the LED light project for the Town

4-Northern Boarder Regional Commission grant application for the WWTP project for \$1million has been submitted

5-EFC grant application for WWTP project has been resubmitted

6--Still no bids for an audit of Town financial records, requested the Office of State Comptroller complete the financial audit

7--Update on the purchase of the property on Main Street in the Hamlet

8-Jacob's surveying to complete the survey on the Putney land behind the Highway garage

9-Bond has been advertised and as soon as the curing period is done the Town will submit to USDA to draw down funds.

10-OCA is looking to consolidate Justice courts. If the Town is looking to eliminate one Justice position now would be the time due to one position is retiring. Discussion followed regarding the Justice caseloads being down and the cost of the Court system is the burden of the taxpayers.

**Highway Superintendent**

1-Step one of all our paving has been completed

2-Requesting additional funds for the line item in the 2023 budget to cover the expense of cutting trees. Several have been done but a lot more need attention and there are no funds left to cover the expenses.

3-Milling from Ogdensburg has been completed and we received enough to do the shoulders that we paved.

4-There have been mechanical issues that weren't cheap.

5-Highway crew are busy replacing culverts, grading and spraying dirt roads, mowing, and assisting other towns with their road projects.

6-The fuel Island is going to need upgrade. I will be getting quotes so the money can be budgeted next year. Rusty Darcey from the Lisbon Fire District stated that when we have the information to contact the Fire District, they may be able to help with the cost. Lisbon Central School has also helped with the funding in the past.

7-The pickup used by Lisbon Campground/Beach is beyond repair. Discussion followed.

8-Lisbon Central School has accepted a bid to purchase diesel for the 2023-2024 school year from the Cooperative Purchasing Program for St. Lawrence-Lewis Boces. All deliveries will be made to the Town of Lisbon Highway Department. The fixed price of \$2.7371 per gallon or \$2.8037 per gallon (AGG) is well below the price the Town has been paying. The school agrees that the Town will be using said diesel fuel and reimburse the school. This is a huge savings for the Town.

#### **Town Clerk**

1-Town Clerks Office collected just under 93% of the Town & County tax, everything has been balanced and turned over to St. Lawrence Co. Treasures

2- The Town Clerk questioned if Lisbon School had reimbursed the Town for collecting school taxes for the 2022-2023 year? Supervisor Nelson stated that the Town Clerk needs to contact the school.

#### **Code Enforcement Officer**

1-Building Permits are up.

2- Three new homes

3- Discussion regarding a home on Murphy Road that was destroyed by a recent fire. Due to the owner refusing to cooperate all request/ discussion will be handled by mail.

4-Discussion regarding a Building permit for the digester at Woodcrest Dairy. The permit will be issued in two stages: 1-Physical structure 2- equipment. Each permit will be good for the period of one year.

#### **Assessor**

1-Grevance night was held May 23,2023, one-person appeared in person. SLIC is expected to file small claims.

2- It is still not too late to file Enhances Star with good cause

#### **Historian**

1-Updated Historian/Museum report is available in Town Clerks Office

2-Town Historian Nancy LaFaver continues to be the liaison between the contractor Keystone Services and the Town of Lisbon. Work at the Museum was not completed by the agreed date, they did not show up for work for ten days straight and refused to answer call. Volunteers had to help move/portion off areas for the annual Train Day to take place. As of June 14,2022, the work is still not complete. Discussion followed regarding the Town's options.

#### **Campground Director**

1- Update on the Campground expansion: There will be test digging and electrical starting this week. Discussion followed regarding the Highway crew to begin work on the new road.

Supervisor Nelson suggested that a road be named after Mike O'Neil, the previous campground director, in appreciation for the work he did.

2- Wi-Fi is still an issue; Creg Systems has been notified.

Moved by Councilmember Bush seconded by Councilmember Dumas to accept the reports from all departments Ayes5 Nays0 Motion carried.

**I. Reports from committees/Boards**

1-Librarian Michelle McLagan is out of Town but asked the Town Clerk to relay to the Town Board That everything is going well at the library and with Homecoming. Homecoming shirts have been ordered. The Highway Superintendent asked about an electrician checking the Town's big generator so it could be used during Homecoming. All in favor

2-Deputy Supervisor asked about the concession stand at the recreation field. Discussion followed.

3-Planning Board has had two meetings regarding the A&S Solar project and Burk project. Both projects are moving forward.

**J. Action Items:**

- 1- Resolution to hire seasonal employees at the Campground Bill #2023-52 Moved by Councilmember Dumas seconded by Councilmember Bush Ayes 5 Nays 0 Motion carried.
- 2- Approval of use of ARPA funds for the Lisbon Volunteer Fire District to purchase a Lucas Bill # 2023-53 Moved by Councilmember Bush seconded by Councilmember Dumas Ayes 5 Nays 0 Motion carried.
- 3- Renewal of shared service agreement with Pierrepont Bill #2023-54 Moved by Deputy Supervisor Putney seconded by Councilmember Bush Ayes 5 Nays 0 Motion carried.
- 4- Approval of change order 1 for the WWTP project Continental Construction Bill #2023-55 Moved by Councilmember Bush seconded by Councilmember Dumas Ayes 5 nays0 Motion carried.
- 5- Approval of change order 1 for the WWTP project for Perras Construction Bill #2023-56 Moved by Councilmember Dumas seconded by Councilmember Bush Ayes 5 Nays 0 Motion carried.
- 6- Resolution to approve bids for replacement of the Campground Pavilion roof Bill #2023-57 Moved by Councilmember Dumas seconded by Councilmember Bush Discussion followed Councilmember Bush stated in place of using OBS Board they should be using plywood. The Town Board agreed to increase the bid to \$100.00 to use plywood. Deputy Supervisor Putney suggested the Town Board get three references. Ayes 5 Nay0 Motion carried.

K. **New/Old Business-** Discussion had regarding the Town's Medical Center. Councilmember McNeil has had contact with Canton/Potsdam Hospital and is willing to set up a meeting with the Town Board and them to discuss the possibility of them setting up in Lisbon.

L. **Adjournment** – Moved by Councilmember Bush seconded by Deputy Supervisor Putney to adjourn the meeting at 7:25 PM Ayes 5 Nays 0 Motion carried.  
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