

**Town of Lisbon
Board Meeting
Wednesday, February 9,2022
Lisbon Town Hall**

A. Pledge of Allegiance

B. Call to order at 6:03 pm by Supervisor Nelson

C. Roll Call: Supervisor Nelson Deputy Supervisor Nathaniel Putney
Town Clerk Alberta Hyde Councilmember Ron Bush
Highway Superintendent Michael Baldock Councilmember Jeff Dumas
Absent: Councilmember Robert McNeil
Also Present: Assessor Steven Teele, CEO Marc McDonell, County Legislature David Forsythe,
Librarian Michelle McLagan

D. Approval of previous meeting minutes Moved by Councilmember Bush seconded by Councilmember Dumas to approve the minutes of the 2022 Organization meeting; January 12,2022 Ayes 4 Nays 0 Motion carried. Moved by Councilmember Dumas seconded by Councilmember Bush to approve the minutes of the January 12,2022 meeting Ayes 4 Nays 0 Motion carried

E. Reading of Correspondence / Communications Town Clerk Hyde stated that the Town had received a Thank you note from Lights on the River

F. Report from County Legislature – Legislator Forsythe reported the following:

- 1- St Lawrence County is in the process of conducting interviews for the position of Commissioner of Department of Social Services
- 2- The Methadone clinic is expected to open in the next few months. This program will be housed in the county-owned Human Services Building on RT 310.
- 3-The County's plan is to allow the city of Ogdensburg to keep 2 percent of all sales tax generated within its limits.
- 4- Update on the request from the American Legion of Lisbon
- 5- Resolution opposing any potential ban on wood burning in New York was unanimously passed by County Legislators.
- 6- Sales Tax revenue for St Lawrence County continues to climb.
- 7-RVRDA is accepting applications for its 2022 Community Development and Environmental Improvement Program grants of up to \$20,000 for local communities and not-for profits.

G. Approval of Audited claims and abstract of vouchers #2:

General Fund - \$22,763.48; Highway Fund: \$209,006; Sewer fund \$87,008.91; Water fund \$1187.66; T&A Fund \$809.54 Moved by Councilmember Bush seconded by Councilmember Dumas to approve payment to bills Ayes 4 Nays 0 Motion carried.

H. Budget review:

- January 2022 Financial reports emailed to Town Board
- AUD report 2021 is due by March 1,2022 to the Sate

I. Reports of Departments

- Supervisor report – Discussion had regarding the ARPA funds. Lisbon American Legion has requested finically assistance due to the shut down during COVID. Other Items that funds could be used for are improvements at the Lisbon Campground, Highway Department, Sewer Plant, sidewalks in the Hamlet or installing a walk bridge.

- Highway Superintendent Report:

1- Due to the winter weather events this year the Highway has already been out fifty-one times compared to last year total of thirty-five. Concern is that the Highway Budget for snow removal is reduced for 2022. Price for Fuel, Salt along with other supplies are all up this year. Supervisor Nelson stated it is not a problem there are funds in the Budget which can be transferred.

2- The furnace was replaced in the garage and the fuel system is almost complete.

3- The Highway Department is keeping an eye on the water system due to the extreme below zero temperatures. During the power outage today the Water System was ok due to being hooked into the Lisbon Schools generator, but the Highway crew had to get out the Towns generator incase it was needed for the Sewer system. Discussion followed regarding which Town Buildings have power back up and what might be needed.

4-Discussion had regarding the quote from Tisdell Associates to do the environmental assessment for the Highway garage. Attorney Nash disclosed that Tisdell Associates rent property owned by him.

5-Conversation regarding purchasing extended warranty from Stadium International Trucks for the Town of Lisbon Truck #41. Town Board all in agreement to purchase the warranty.

- Town Clerk Report – Town Clerk Hyde reported that Deputy Town Clerk Brown-Flack and herself had collected almost 80% of the County/Land Tax.

- Assessor Report- Assessor Steven Teele

1. Expressed the importance of anyone turning 65 anytime during 2022, with an income of less than 92,000.00 to apply for the enhanced star program before March 1, 2022.

2. Todd Armstrong's current term has ended as a member for the Board of Assessment Review, and he will need to be reappointed.

- Code Enforcement Officer reported to date he has been contacted regarding five new residents being built for 2022 year

Motion by Councilmember Dumas seconded by Councilmember Bush to except the reports from all departments Ayes 4 Nays 0 Motion carried.

J. Reports of Boards and Committees

- Planning Board- There is a meeting scheduled for Monday February 14,2022. The board will be discussing the request from FX Caparra to add a building to their property on St Highway 37 Town of Lisbon to be used to sell recreational items. Discussion followed regarding property tax credit that could be given to new business in the Town.

- Recreation- The Board will be meeting on Thursday February 10, 2022. On the agenda is the position of Recreation Coordinator. Supervisor Nelson stated he had contacted St. Lawrence County Human Resources and they stated the approved position by Civil Service is Recreation Attendant. The job description was forwarded to Patty Walker to be discussed at the meeting.

- Homecoming- The Homecoming Committee would like input from the community on the possibility of changing the time of the parade during the 2022 Homecoming festival.

- Library – Michelle McLagan, Librarian reported the library is seeing an increase in the number of children’s material being checked out vs adult material

- Museum- a separate account for the museum has been set up to keep track of donations that the Town has received

K. Action Item

1. Resolution to reappoint Todd Armstrong to the Board of Assessment Review– BILL # 2022-27 Moved by Councilmember Dumas seconded by Councilmember Bush Ayes 4 Nays 0 Motion carried.

2. Resolution to enter into and Engineering Agreement for Town Garage Addition – BILL #2022-28 Moved by Councilmember Dumas Seconded by Supervisor Nelson Discussion followed with concerns from Deputy Supervisor Putney that the Town is already taken on two large projects, should the garage addition be put on hold. Supervisor Nelson responded that the Highway garage has become a safety issue for the employees. Councilmember Bush has concerns with the cost of the preliminary architectural feasibility study, Supervisor Nelson responded that the study is required if the Town wants to submit for a grant to the USDA-RDA. Roll Call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Bush yes, Councilmember Dumas yes, Motion carried.

K. New Business: Discussion was had regarding any tax exemptions for new business in the Town of Lisbon

L. Old/Unfinished Business:

1- Deputy Supervisor Putney asked for an update of the Lisbon Medical Center, Supervisor Nelson stated that Claxton-Hepburn is looking for a PA so they can open on a part-time basis.

2-Discussion had regarding hiring an IT person for the Town. Supervisor Nelson stated that proposals for qualified vendors had been advertised, Deputy Supervisor Dailey and Supervisor Nelson opened the proposals and Supervisor Nelson ‘s Brother Wayne Nelson who is an IT Specialist had the low bid. Councilmember Bush questioned if the Bids were sealed, Supervisor Nelson responded e-mailed. Discussion was tabled till all board members are present.

3- Councilmember Bush Thanked the Town Board for taking his recommendation regarding the employees’ health insurance into consideration and reinstating the past policy.

M. Adjournment Moved by Supervisor Nelson to adjourn at 7:18 pm seconded by Councilmember Dumas all in favor.

Respectfully Submitted

Alberta Hyde, Town Clerk