**TOWN OF LISBON**

**Special**

TOWN BOARD MEETING

May 27, 2020

**via ZOOM**

**Roll Call:**

**Present:**

Supervisor William Nelson Deputy Supervisor Nathanael Putney

Town Clerk Alberta Hyde Councilmember Robert McNeil

Highway Superintendent Michael Baldock Councilmember Alan Dailey

Attorney Charlie Nash Esq Councilmember Ronald Bush

**Also, Present**: Kari Blair, Marc McDonell, Todd Miller, Adam Duvall, Steve Planty, Scott Kiah,

Carrie Tuttle, Brian Nutting, Thomas Haynes Representing DANC

Meeting called to order by Supervisor Nelson at 6:30 PM

1. **Presentation:**

Thomas Haynes gave a detailed review of the Asset Management Program report regarding the Town of Lisbon’s Wastewater Treatment Plant and Lisbon Water District. The full report can be viewed on the Town of Lisbon’s Web page or at the Town Clerks Office.

1. **Campground update:**

Todd Miller stated that everything is going well, the campground has 24 annual campers,15 seasonal campers expected. Councilmember Bush stated that five or six sites should be available to weekend campers. Discussion followed regarding the number of annual campers/seasonal campers and keeping so many sites open for campers looking for a short stay. No decisions were made at this time.

The docks have been put in, Todd would like to hire three positions for the office and three positions for maintenance, due to the campground getting busy. Supervisor Nelson stated that hiring 6 or 7 people vs 20 last year should save $27,000.00 on labor cost for 2020 season.

The campground would benefit from having a small building to put cardboard in so that the maintenance workers could take it to the transfer station instead of paying Casella to pick it up. Councilmember Bush asked about the size of the building, Todd responded 6x8. Councilmember Bush stated this would be a good ideal and we should get a price to build it.

Alison Spears, Waterfront Director from last year will be getting the information together for the NYS Health Department. The only expense to opening the Beach this year should be new ropes. The hours of the Beach will change this year to 10am to 8 pm. Due to the COVID-19 the Town is required to reduce the number of people on the Beach at one time by 50% capacity. Councilmember Bush suggested that the Town not offer swimming lessons this year, with Councilmember Dailey stating that he agrees. Discussion followed with the Town Board all in agreement not to offer swimming lessons this year as a cost saving measure and to help reduce the number of people on the Beach. This should cut the number of lifeguards needed down to half of last years.

Todd stated he had got quotes for a new 65-gallon hot water tank for the new bath house, Howland Pump is $7600 and Lawton Electric $4200. Discussion followed Councilmember McNeil questioned if 65 gallons would be big enough, Todd stated yes. The Town Board agreed to purchase from a Lisbon business and take the lowest quote.

Spearance Electric needed to be called due to two poles that got ran over and effected the electrical to three sites also the following is a list of concerns at the campground:

1. Eight of the Annual campers have built sheds
2. Some campers have installed decks
3. Campers mowing their own lawns

Discussion followed with the Town board all in agreement to have Todd notify the campers that

due to Liability they cannot mow their own grass. The Town board will also investigate the past

Town Board Minutes to see what was approved for Sheds/ Decks and do a formal Resolution

at next month’s board meeting.

The Campground is in the process of complying with the COVID-19 rules to open

the bathhouses and beach area.

Councilmember Dailey questioned the hours that Todd is working and who is his back up when he is not at the Campground. Todd explained that he has left his cell number with a couple of campers so if there is a problem they can call and is looking for a person that could be his back up, but is going to take his time to fill that position. Councilmember Dailey stated that is smart not to hurry into hiring someone. The Town Board requested that the Campground Director give them weekly updates on the Campground/ Beach.

**C. Supervisors Report:**

Supervisor Nelson reported that Sheri Stone is training Court Clerk Kari Blair, all is going well. The Town needs to investigate the use of credit cards and pass a resolution regarding the use. As we move into phase 2 and the Town Clerks door is unlocked, I would still like to leave all other doors locked going into the Town Hall. State law requires the Town’s financial statements to be audited by either the Town Board or a qualified independent auditor I am requesting that the Town contract with an auditing firm to audit the Town financial records. Discussion followed with Councilmember Bush asking if the audit could wait till next year’s budget seeing we are already into 6 months of this year or has there been concerns found? Supervisor Nelson responded there has not been any concerns, but I am signing my name to reports when there has been no previous audit done. Deputy Supervisor Putney agreed with Supervisor Nelson. The last issue is to hire seasonal employees at the Beach/Campground and determine their wages. Municipalities are exempt from paying minimum wage, but I feel we need to increase the wages. Deputy Supervisor Putney questioned if the Town should be giving raised in May with money so tight? Councilmember Dailey stated the Town Board could be setting a precedence for other workers at budget time. Councilmember Bush responded the Town is still saving money due to hiring less seasonal employees. Councilmember McNeil shared that the Town should be paying minimum wage.

**D.** **Town Board Action Items:**

1- Resolution to hire seasonal employees at the Beach and Campground-Bill # 2020-68 Moved by Supervisor Nelson, seconded by Councilmember Bush , Roll call Supervisor Nelson yes, Deputy Supervisor Putney no, Councilmember Dailey no, Councilmember Bush yes, Councilmember McNeil yes

2- Resolution to contract with an auditing firm to Audit the Town Financial records-Bill # 2020-69 Moved by Deputy Supervisor Putney seconded by Councilmember Dailey, Roll call Supervisor Nelson yes, Deputy Supervisor Putney yes , Councilmember Dailey yes, Councilmember Bush no, Councilmember McNeil no.

3-Resolution to purchase a hot water heater for bath house number 2 at the Beach and Campground-Bill # 2020-70 Moved by Councilmember Dailey seconded by Councilmember Bush, Roll call Supervisor Nelson yes, Deputy Supervisor Putney off line due to technical difficulties , Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil off line due to technical difficulties

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**E.** **New Business:**

There has been a complaint regarding the property located at 317 Keystone Road in Lisbon. The Towns Code Enforcement Office Marc McDonell is reviewing the complaint and has inspected the property. The property is vacant/abandoned and parts unsafe. Attorney Nash suggested to find out who paid the Taxes and send them a letter with a time limit to take care of the property.

**F.** **Items for Discussion:**

Code Enforcement Office Marc McDonell has again been asked by the owner or 383 Pray Road if anything can be done to have the neighbor’s property cleaned up. Mr. McDonell stated that he understands the frustration but that the Town of Lisbon does not have Zoning he would defer to Attorney Nash to devise a law or ordinance that would address these situations. Attorney Nash responded the Town’s Planning Board will need to bring something to the Town Board. Discussion followed Supervisor Nelson stated that Mr. Moore has contacted him regarding this property and asked if he could do anything to have it cleaned up. Supervisor Nelson stated that he would not want to live next to this dump. Councilmember Bush questioned what is considered a dump? One man’s junk is another man’s treasure. Discussion followed regarding residents having yard sales all summer. Attorney Nash stated that the Planning Board needs to meet and bring something back to the Town Board so a law could be drawn up and passed.

Highway Superintendent Baldock asked if the Town of Lisbon had Shared Services with the Lisbon School. The School is willing to let the Town use their Tractor and Rototiller. Town Clerk Hyde will check in the files and report back to the Highway Superintendent Baldock

**G. Public Comment: none**.

Motion to adjourn the meeting at 8:47 pm by Councilmember Bush, seconded by Councilmember Dailey All in favor. Motion carries.

Respectfully submitted,

Alberta Hyde, Town Clerk

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