

**TOWN OF LISBON
TOWN BOARD MEETING
OCTOBER 14, 2020
LISBON TOWN HALL**

Roll Call

Present:

Supervisor William Nelson	Deputy Supervisor Nathaniel Putney
Town Clerk Alberta Hyde	Councilmember Ron Bush
Highway Superintendent Michael Baldock	Councilmember Alan Dailey
Councilmember Robert McNeil	

Absent: Attorney Charlie Nash Esq

Also, Present: David Forsythe, Michelle McLagan, Todd Miller, Marc McDonell, Tom Manning, Russ Finley, Sean Backus, Brenda Harwood, Patrick Farrand

A. Pledge of Allegiance

B. Meeting Called to order

Supervisor Nelson called the meeting to order at 6:00 PM

C. Presentations:

Patrick Farrand, Superintendent of Lisbon Central School, updated the Town Board on transportation services for Lisbon Central School. Lisbon Central School will receive the four buses purchased and approved by the citizens by the end of October 2020, with a long term plan to have twelve buses over the next three years, and take the transportation in house rather than contracted out. Lisbon Central School is in the third year of a five-year contract with First Student for transportation services. The Town of Lisbon has a continued interest in discussing and possibly partnering in a joint vehicle maintenance facility, and the school district is interested in continuing with these discussions to ensure we are fiscally responsible for our school and community tax payers. Discussion followed: Currently Heuvelton Central School is contracted to maintain and store the current four busses; this could be an option for the future. Lisbon Central School could erect a facility for their own use, or the Town of Lisbon and Lisbon Central School could have a joint Transportation Maintenance Facility, so the district and Town are paying for one facility rather than two. The Town Board agreed to have a committee comprised of members of the Town Board and Lisbon Central School Board of Education to move the discussion forward, and get information and a plan for a joint Transportation Maintenance Facility.

Tom Manley updated the Town Board on the condition of the Town's phone/computer systems. Mr. Manley is working on the Campground computer systems and internet access, and is recommending the Town keep the current arrangement with New Horizons. Discussion followed regarding the costs to the Town if it was kept in house for new equipment, maintenance, and warranty. The Town's phone system is in need to be replaced as it has increased failures while in a call. Mr. Manley presented the Town Board an option that would best serve and connect all the

Town Offices and facilities, using VOIP, which would allow the Town to eliminate a number of phone lines and the new system would lower the current phone bill costs significantly, and over time the system would pay for itself. Discussion followed regarding the warranty/maintenance and getting additional quotes for the new phone system. Mr. Manley also informed the Board that the Towns server is well beyond its useful life and has one drive that is not working. This needs to be replaced as soon as possible as it houses all of the Towns software systems. The Board approved moving forward with the server and requested quotes and options for the phone system and campground internet equipment for the next Town Board meeting

D. Approval of Minutes

Motion by Councilmember McNeil seconded by Deputy Supervisor Putney to accept the minutes of the regular board meeting of August 12, 2020. All in favor, motion carried.

Motion by Deputy Supervisor Putney seconded by Councilmember Bush to accept the minutes of the regular board meeting September 9, 2020. All in favor, motion carried.

E. Public Comment

Russ Finley, Fulton Road Lisbon began with his concerns regarding the expenditures at Lisbon Central School. Mr. Finley continued with the issue of 2020 Town/County Tax. Mr. Finley explained he had made his first installment and the second installment was due on March 31, 2020, and third installment due on June 1, 2020. According to Mr. Finley, the Town of Lisbon's Web page posted due to the Covid- 19 the Town Offices were closed, so Mr. Finley did not try to make his installment payments, which resulted in the County adding penalty fees to his tax bills. Mr. Finley asked the Town of Lisbon Board to have these fees waived. Discussion followed by the Board, and the Town Supervisor informed Mr. Finley that the Town Clerks Office was never shut down due to the Covid-19. The Town Clerk was accepting payments in person, use of the Towns drop box, or through the mail. Mr. Finley stated he only pays in cash due to not trusting the Government! He did not come down because he thought the office was closed. Deputy Supervisor Putney asked Mr. Finley if he had tried to call to check on the status of the office. Mr. Finley responded no. Supervisor Nelson stated that no one else in the Town had an issue about not being able to pay their 2020 Town/County Tax due to the office hours or other available means to pay them. The Town Board members agreed the fees will not be waived.

F. Report from County Legislature Representative

Legislature Forsyth reported:

1. Good news Sales Tax revenue is up
2. Talks continue regarding City sales tax distribution formula agreement, and the County's 2021 Operating Budget. Discussion followed with questions regarding Workers Compensation, the possibility of taking back some of the County's road for Snow plowing, and the condition of some of the County roads. Legislature Forsyth stated the County is not prepared at this time to have the Towns take back any of the roads.

G. Approval of Voucher Abstract and Audited Claims

The following Abstract of vouchers was submitted for approval:

General Fund- \$56,223.51

Highway- \$261,747.29

Sewer-\$7,275.94

Water-\$1,512.51

Motion by Supervisor Nelson, seconded by Councilmember Dailey to approve payment of bills, discussion followed; Councilmember Dailey question Invoice # 143 for \$1,500.00, four cook stoves for the Lisbon Campground. The cook stoves were delivered this month, but the agreement to purchase them was made by the previous Campground Director in 2019. Councilmember Bush stated the Town needs to honor the agreement even though it was made previously. Deputy Supervisor Putney stated he would talk with the previous campground director and if he confirmed that he placed the order, the invoice should be paid. Roll call- Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Bush yes, Councilmember Dailey yes, Councilmember McNeil yes, and motion carried.

H. Reports of Departments

Supervisor's Report-

1. Still working on the 2020 Bank reconciliations
2. Due to backlog of work for PMHV from Covid-19, the financial Audit has been postponed until later this year
3. The 2020 DEC Water/Sewer Annual Inspection report came back with gold stars/job well done; no issues.

Code Enforcement Officer McDonell reported:

1. As of today, 110 permits have been issued for 2020, nine of which are new homes.
2. Four parcels from the Town of Lisbon have been put on the St Lawrence County Tax Foreclosed Real Estate Auction.
3. Clean up of Bruce Hill's property in the Hamlet of Lisbon should begin soon.
4. A couple of phone calls have come in regarding the procedure of possibly purchasing Power Authority Land.

Highway Superintendent Baldock reported:

1. Would like to place the order for the furnace and pre-wet systems for the Town Barn and trucks, before bad weather.
2. Councilmember Bush and Highway Superintendent Baldock have been working with the DEC regarding the Flack/Chapple Road.
3. Requested to fill the vacant position of Motor Equipment Operator with part-time Highway employee Carson Smith. Supervisor Nelson will check with the County regarding the Civil Service Law. Part-time laborer position would not be filled till next summer.

Town Clerk Hyde reported:

1. The Town of Lisbon's Rabies Clinic is scheduled for October 21, 2020 from 6-7 pm at the Lisbon Volunteer Fire Station
2. Office has been very busy with School Tax's, Hunting License, Water/Sewer Bills

Campground Director reported:

1. Campground will be closing October 15, 2020 for the season. The Trailer will be getting winterized and the mail forwarded to the Town Clerks office;
2. The Campground currently has 27 annuals campers which will be making payments to the Town Clerk during the winter months.
3. The new Lease agreements were handed out to each Town Board member and a copy will be sent to Attorney Nash for his review and approval before having the campers' sign.

Motion by Deputy Supervisor Putney, seconded by Councilmember Dailey to accept the reports from all departments Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Bush yes, Councilmember Dailey yes, Councilmember McNeil yes motion carried.

I. Reports of Boards and Committees

Planning Board Report- Three new site plans have been turned in the two mobile home sales and Forbes. Discussion followed regarding solar projects.

Recreation Committee Report- the Town Board received a request along with a safety plan to use the Town Hall gym for youth basketball. Discussion followed: The Town Board agreed to charge a fifteen-dollar fee per child payable to the Town Clerk, to help cover insurance. The youth basketball program will be operated through the Town Recreation program.

Library-The community room at the Lisbon Library is now open. Anyone reserving the room is asked to follow the NYS Forward rules.

J. Action Items

1. Resolution to contract to survey surplus property with Jacobs Surveyor Bill# 2020-101 moved by Councilmember Dailey, seconded by Deputy Supervisor Putney to take resolution off the table, Discussion followed: everyone in agreement to take the cost of surveying the surplus property out of the General Fund. Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes. Motion Carried.
2. Resolution to override the tax cap for the 2021 budget year-Bill # 2020-102 moved by Councilmember Dailey, seconded by Deputy Supervisor Putney, Discussion followed with Deputy Supervisor Putney questioning if there is a cost associated with this to which Supervisor Nelson stated it does not cost the Town anything. Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes, motion carried.
3. Resolution to transfer funds -Bill # 2020-103 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

4. Resolution to authorize the youth basketball through the Recreation Dept. Bill # 2020-104 moved by seconded by Roll call: Supervisor Nelson yes, Deputy Supervisor Putney yes, Councilmember Dailey yes, Councilmember Bush yes, Councilmember McNeil yes, motion carried.

K. Executive Session

For the purpose of personnel matter; property acquisition; sale of property; Upon a majority vote upon a motion that identifies the subject to be considered, the Town Board may conduct an executive session to discuss any of the 8 items identified as proper in accordance with Public Officers law 105(1). At 8:20 PM Deputy Supervisor Putney made a motion to go into executive session seconded by Councilmember Dailey, all in favor, motion carried. Present: Supervisor Nelson, Deputy Supervisor Putney, Councilmember Dailey, Councilmember Bush, Councilmember McNeil, Town Clerk Hyde, Highway Superintendent Baldock, CSEA Union Representative Brenda Harwood, Town of Lisbon Highway Employee Steve Planty.

At 9:20PM Councilmember Dailey made a motion to come out of executive session, all in favor, motion carried.

Town Supervisor Nelson phoned Attorney Charles Nash so that the Town Board could ask any questions of him. Discussion followed regarding the Campground Lease, selling sand to the Research Foundation for the State University of NY, and making a purchase offer for land on the Baker Road, Lisbon.

Motion moved by Councilmember Dailey to deny Grievance from CSEA Union regarding a Town of Lisbon Highway Employee, seconded by Councilmember Bush, all in favor, motion carried.

Supervisor Nelson asked if the Town Board would like to have a Budget Workshop. Everyone was in favor of having a Budget Workshop on Saturday October 24, 2020 at 10:00 am in the Town Hall.

At 9: 45 PM Moved by Councilmember Dailey, seconded by Councilmember Bush to adjourn the meeting, all in favor, motion carried.

Respectfully Submitted,

Alberta L Hyde, Town Clerk