

Town of Lisbon Board Meeting Agenda
Wednesday, September 9, 2020
6:00 P.M.

- A. Pledge of Allegiance
- B. Call to order
- C. Approval of previous meeting minutes – August 12 regular meeting minutes;
- Revise 7.8.2020 minutes to replace with the correct 2020-88 and 2020-89 resolutions (attached)
- D. Public hearings
- E. Reading of Correspondence / Communications:
- Presentations: **Mayor Mike Skelley – re; sales tax proposal**
- F. Public Comment Period - Citizen Participation (5 minutes per person)
- G. Report from County Legislature – Legislator Forsythe
- H. Approval of Audited claims and Abstract of vouchers: Abstract number 009:
- General Fund - \$22,765.77; - Highway Fund: \$13,210.23; - Sewer fund \$2,594.87; - Water fund \$4,882.02; Total = \$43,452.89;
(All Matters listed under this item are considered to be routine and will be enacted by one motion without separate discussion. If discussion is desired, the item may be removed from the consent agenda and considered separately.)

I. Budget review:

- 2020 budget review: Operating statement
- Monthly Financial Statement review:
- Total cash balance on hand:
- Bank reconciliation reports:
- Positions hired/filled report: # of employees on payroll -
- Fund Balance report by account:

J. Reports of Departments

- Supervisor report
 - Internet service at the beach and campground, technology update, 2021 plan
 - Monthly update on Water and Sewer – August DANC report
 - 2019 financial audit – general, highway, water, sewer fund, payroll update - PMHV
 - Code Enforcement report:
 - Number of building permits issued month: Value: Issued YTD: Value:
 - Number of new home permits issued: Value:
- Highway Superintendent Report
 - Paving expenses: CHIPS reimbursements submitted: \$351,244.99
 - Naming of Boat Launch Road
 - Staffing update
 - Chapel Road Bridge
- Town Clerk Report – Town Clerk Hyde
- Campground Director report:
 - revenue year to date
- Justice Court Report

- Docket review - Number of cases heard - ; YTD
- Revenue – ; YTD

- **Approval of Reports – Action required by the Board**

- Reports of Boards and Committees
 - Planning Board Report
 - Recreation Committee Report – request for soccer camp;
 - Homecoming Committee –
 - Library – Michelle Stottlemeyer McLagan
 - Museum/Historian – Nancy Lafaver

K. Action Items:

Items for Town Board Action

1. Resolution to contract to survey surplus property with Jacobs Surveyor BILL #: 2020-101
2. Resolution to name Boat Launch Access Road - BILL #: 2020-102
3. Resolution for budget amendments and to authorize the transfer funds - BILL #: 2020-103
4. Resolution Supporting the City of Ogdensburg County Sales Tax apportionment to local municipalities proposal - BILL #: 2020-94 - tabled at 8.12.2020 meeting

L. Appointments

M. New Business

N. Old/Unfinished Business

O. Items for discussion

P. Public Comment Period - Citizen Participation (3 minutes per person)

Q. – Executive Session – Property acquisition; Tax Certiorari Proceeding; Personnel matter;

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)

R. Adjournment.

Business of the Town Board of the Town of Lisbon

SUBJECT: FOR AGENDA OF: September 9, 2020
Resolution to contract for surveying of surplus property to be offered for sale. BILL #: 2020-101
DEPT. OF ORIGIN: Supervisor
DATE SUBMITTED: September 9, 2020

APPROVED BY TOWN ATTORNEY – Yes _____ No _____ N/A X

EXHIBITS: Resolution

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes X No _____

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: \$2,300	BUDGETED: -0-	REQUIRED: \$2300

SUMMARY STATEMENT

Resolution to contract for surveying of surplus property

RECOMMENDED ACTION

Passage of this resolution.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

Supervisor Nelson _____ Deputy Supervisor Putney _____

Town Councilman Dailey _____ Town Councilman Bush _____

Town Councilman McNeil _____

WHEREAS, The Town Board has deemed a 32 acre parcel of land, tax map ID 61.001-1-32.2 located on the Sand Road as surplus land, with no further need or use by the Town, and

WHEREAS, The Town Board wishes to offer this surplus property for sale to be placed back on the tax rolls, and

WHEREAS, it is the desire of the Town Board to contract with Jacobs land Survey to create a survey for said parcel of land, and

NOW BE IT THEREFORE RESOLVED, that the Town Board approves the Supervisor to sign an agreement with Jacobs Land Surveying in the amount of \$2,300, funded from the 5112.4 Permanent Improvements Highway fund.

Business of the Town Board of the Town of Lisbon

SUBJECT: FOR AGENDA OF: September 9, 2020
Resolution to accept, dedicate, and name a road BILL #: **2020-102**
DEPT. OF ORIGIN: Supervisor

DATE SUBMITTED: September 9, 2020

APPROVED AS TO FORM BY TOWN ATTORNEY – Yes ____ No ____

EXHIBITS: Resolution

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes ____ No ____

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: -0-	BUDGETED: -0-	REQUIRED: -0-

SUMMARY STATEMENT

Resolution to accept, dedicate, and name a road

RECOMMENDED ACTION

Passage of this resolution.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

Supervisor Nelson _____ Deputy Supervisor Putney _____

Town Councilman Daily _____ Town Councilman Bush _____

Town Councilman McNeil _____

A RESOLUTION OF THE TOWN BOARD OF LISBON APPROVING THE NAME OF A ROAD TIMOTHY DOW DRIVE

WHEREAS, the Town Board of the Town of Lisbon has the authority to name or rename a Town owned and maintained road; and,

WHEREAS, on September 9, 2020, the Town Board did accept the dedication of the road at the intersection of Marty Ryan drive to the Municipal Boat launch, a road known informally as the Boat Launch Road, and,

WHEREAS, the Roadway is in need of having a name officially assigned to it and added to our local highway road inventory; and,

WHEREAS, this road meets the criteria established by the NYS Dept of Transportation as stated in the Local Highway Inventory manual, 2018 edition, to be an eligible roadway, and

WHEREAS, the Lisbon Town Board concurs that this Roadway should be named after a lifelong Lisbon resident who dedicated many years of his life to the Town of Lisbon and its citizens, maintaining, building, and caring for the over 100 miles of roads of the Town, to ensure all who travel on them had safe travel, and

Now, Therefore, Be It Resolved by the Town Board of Lisbon, St Lawrence County, New York, as a permanent recognition for his years of service to our community hereby accepts, dedicates, and approves the name of the roadway as "Timothy Dow Lane".

Business of the Town Board of the Town of Lisbon

SUBJECT:
Resolution for budget amendments and to
authorize the transfer of funds.

FOR AGENDA OF: September 9, 2020
BILL #: **2020-103 (if needed)**
DEPT. OF ORIGIN: Supervisor

DATE SUBMITTED: September 9, 2020

APPROVED AS TO FORM BY TOWN ATTORNEY – Yes ____ No ____

EXHIBITS: Resolution

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes ____ No ____

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED: -0-	BUDGETED: -0-	REQUIRED: -0-

SUMMARY STATEMENT

Resolution for to authorize the transfer of funds and /or amend the budget.

RECOMMENDED ACTION

Passage of this resolution.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

Supervisor Nelson _____ Deputy Supervisor Putney _____

Town Councilman Daily _____ Town Councilman Bush _____

Town Councilman McNeil _____

WHEREAS, a memorandum has been transmitted by the Town Bookkeeper, dated September , **2020**, requesting authorization for budget transfers for the following overspent accounts, and for a budget amendment to the 2020 budget as follows, and

NOW, THEREFORE BE IT RESOLVED that the Town Board has reviewed and authorizes the Bookkeeper to fulfill the following Transfers and Budget Amendments:

Budget Transfers-General Fund

The Board authorizes budget transfers for the following overspent budgets:

Budget amendment:

The Board authorizes budget amendments to the 2020 budget as follows:

TRANSFERS FOR BOARD REVIEW AND ACTION

TO ACCOUNT	GENERAL FUND	AMOUNT		FROM ACCOUNT	ITEM	AMOUNT
TOTAL TRANSFERRED						

TO ACCOUNT	HIGHWAY FUND	AMOUNT		FROM ACCOUNT	ITEM	AMOUNT
TOTAL TRANSFERRED						

TO ACCOUNT	WATER FUND	AMOUNT		FROM ACCOUNT	ITEM	AMOUNT
TOTAL TRANSFERRED						

TO ACCOUNT	SEWER FUND	AMOUNT		FROM ACCOUNT	ITEM	AMOUNT
TOTAL TRANSFERRED						

Total of All Accounts Transferred:
SIGNATURE - Supervisor

	\$					\$
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9/9/2020

Business of the Town Board of the Town of Lisbon

SUBJECT: Resolution Supporting the City of Ogdensburg FOR AGENDA OF: August 12, 2020
County Sales Tax apportionment to local municipalities BILL #: 2020-94
proposal.

DEPT. OF ORIGIN: Supervisor

DATE SUBMITTED: August 12, 2020

APPROVED BY TOWN ATTORNEY – Yes No

APPROVED BY SUPERVISOR FOR SUBMITTAL– Yes No

EXHIBITS: Resolution

EXPENDITURE
REQUIRED: \$

AMOUNT
BUDGETED: \$0.00

APPROPRIATION
REQUIRED: \$

RECOMMENDED ACTION
Approval of this resolution.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

Supervisor Nelson _____ Deputy Supervisor Putney _____

Town Councilman Daily _____ Town Councilman Bush _____

Town Councilman McNeil _____

RESOLUTION TO SUPPORT THE CITY OF OGDENSBURG PROPOSED CHANGE IN THE COUNTY SALES TAX APPORTIONMENT TO LOCAL MUNICIPALITIES

WHEREAS, IN 1965, New York State enabled counties to collect sales tax because Medicaid expenses became a shared expense between counties and the state; and

WHEREAS, the St Lawrence County Board of Supervisors, at that time in 1965, decided to share 50% of realized sales tax revenues with local governments, including the City of Ogdensburg, and an additional 1 percent sales tax was added in 2012, and they agreed to share that additional one percent with local governments including the City of Ogdensburg;
and

WHEREAS, sales taxes represents an important source of revenue that many towns, villages, and the City use to help defray the rising costs of providing services or mitigate property tax increases at the town or county level; and

WHEREAS, counties are authorized by Article 29 of the New York State Tax Law to impose a tax on the sale of certain goods; and

WHEREAS, a county legislature has the option of using all or a portion of its sales tax revenues solely for county or education purposes, or it may apportion some between its towns and cities (Tax Law, §1262), which has been the case in St Lawrence County since 1965; and

WHEREAS, the county legislature is additionally authorized to make an agreement with any city in the county to allocate a specific portion of these revenues to such city; and

WHEREAS, cities have the right to pre-empt application of the county sales tax and impose their own local sales tax; and

WHEREAS, towns do not yet enjoy the right to levy their own local sales tax, pre-empt the in town application of the county sales tax, or require the county to negotiate a sales tax allocation Agreement, so we rely on the County and City of Ogdensburg to negotiate on our behalf; and

WHEREAS, local sales taxes are levied at the county level, and sales tax proceeds are distributed to the other units of government within the county boundaries in accordance with the longstanding local sharing agreements entered into with the county; and

WHEREAS, the state has imposed a real property tax levy cap on all municipalities, effectively limiting the ability of the cities, towns and villages to keep pace with the rising costs of employee health insurance, retirement system costs and other expenses and increasing the need for towns to rely on alternative revenue sources such as sales taxes; and

WHEREAS, due to the 10-year agreement being renegotiated between St Lawrence County and the City of Ogdensburg, a county committee has been appointed to study and re-negotiate the existing sales tax distribution formula with the City of Ogdensburg; and

WHEREAS, sales tax revenue is an important revenue source for all municipalities in St Lawrence County, which enables the municipalities to be able to maintain stable tax rates and provide essential services to its citizens, and,

WHEREAS, the City has proposed a sales tax distribution plan that will have a positive benefit to all municipalities in the County, Towns, the City, and Villages, thereby having a positive impact on all County residents, including the citizens of the Town of Lisbon, and

NOW, THEREFORE, BE IT RESOLVED, the Town of Lisbon, supports the City of Ogdensburg and the proposed change to the current negotiated sales tax formula between the City of Ogdensburg and St Lawrence County; and

BE IT FURTHER RESOLVED, a copy of this resolution will be sent to the members of the St Lawrence County Legislature, the members of the St Lawrence County Association of Town Supervisors, the St Lawrence Country Association of Mayors, the City of Ogdensburg, NY State Senator Patricia Ritchie, and Assemblyman Mark Walczyk.