

**Town of Lisbon
Regular Board Meeting
September 8, 2021
Lisbon Town Hall**

A. Pledge of allegiance

B. Call to order at 6:00 PM by Supervisor Nelson

C. Roll Call:

Present: Supervisor William Nelson
Town Clerk Alberta Hyde
Highway Superintendent Michael Baldock

Deputy Supervisor Alan Dailey
Councilmember Nathaniel Putney

Absent: Councilmember Ron Bush, Councilmember Robert McNeil

Others Present: Attorney Charlie Nash Esq. Steven Teele Assessor, Todd Miller, Campground Director Michelle McLagan Librarian, and several residents

D. Approval of Minutes: Motion by Deputy Supervisor Dailey seconded by Councilmember Putney to accept the minutes of the August 11, 2021 Town Board meeting. Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Motion carried.

E. Communications: Town Clerk Hyde presented the Town Board with two bills that had just come in; reimbursement for the Lifeguard training and an updated invoice from New Horizons.

F. Public Comment: Supervisor Nelson recognized resident Sue Putman; Ms. Putman has been a seasonal camper at Lisbon Campground for the 2021 season. Ms. Putman inquired at the Campground Office with one of the Town's summer employee's regarding making reservation for the 2022 camping season. Ms. Putman stated that she was told the site she was on for 2021 was already booked for the 2022 season by someone else. Discussion followed regarding the policy and procedure regarding booking sites. Campground Director Mr. Miller will contact Ms. Putman to discuss her options.

G. Approval of Vouchers:

General-\$35,825.29

Water-\$2,050.65

T&A-0

Highway-\$218,084.16

Sewer-\$5,396.01

Total-\$261,356.11

Motion by Councilmember Putney seconded by Deputy Supervisor Dailey to approve payment of bills Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Motion carried.

H. Reports of Departments:

Budget review:

- 1- Budget work sessions will be September 15th, 22nd, & 29th at 6PM, print outs of account information will be handed out to each department
- 2- Supervisor Nelson suggested that Accountants for Canton, Gray & Gray be contacted regarding doing the Town of Lisbon's 2020 financial audit

Supervisor Report:

- 1- Town Supervisor would like to seek funding to do a Pedestrian bridge on Church Street to connect the street if there is an interest from the Town Board. Discussion followed regarding sidewalks in the Hamlet and parking signs along Main Street.

Highway Superintendent Report:

- 1- Currently finishing work on Town Roads
- 2- First round of Chips should be in around the 15th of this month
- 3- Completed a walk around with Tisdale and DANC regarding the RBC at the sewer plant
- 4- The official quote for the 2023 International came in one thousand dollars less than expected
- 5- Discussion followed regarding Highway Accounts and the need to transfer money within the Highway fund due to coding.

Town Clerk Report:

- 1- Reminder that the St. Lawrence Tax Action is scheduled for September 25, 2021, the former Agway and Old Milk Plant Building in Lisbon is up for auction.
- 2- The Town clerk's office is in the process of collecting School Taxes, issuing DEC licenses, along with the day-to-day duties of the Town Office. The responsibility of registering the 132 children that signed up for Soccer for the 2021 fall season added to an already busy schedule. Town Clerk Hyde requested that the Town have the recreation committee be responsible for all registrations of sports as done in the previous years.
- 3- The Town Clerks e-mail was not large enough to except the Tax program from St. Lawrence County this year, Discussion followed regarding the need for an IT person for the Town computers. Supervisor Nelson made full disclosure that Patrick Nelson is his son but is willing to work with the Town as the IT person at no charge. Councilmember Putney asked Attorney Nash if this was legal, to which he responded yes, the Town Board is in favor with contacting Patrick Nelson regarding Computer Issues.

Beach/Campground Report:

- 1- The Campground will be closing October 15, 2021
- 2- The Town's Wi-Fi equipment is running, but the Town is still relying on New Horizons equipment till closing
- 3- Campground Director will make a list of items needed for opening of the 2022 season and present it for the Budget meeting.

Assessors Report:

- 1- The Assessor will be out of Town from October 4-6, 2021 for training in Buffalo.
- 2- The Town does not have a response regarding the Small Claims for Grievance, yet.
- 3- There will be a Zoom Meeting regarding Solar and Wind

Motion by Deputy Supervisor Dailey seconded by Councilmember Putney to except the reports from all departments Roll Call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Motion carried.

I. Reports of Boards and Committees:

Recreation- Patty Walker, Recreation Committee member gave the Town Board an update on the Fall sports programs. Discussion followed regarding the need for coaches, a coordinator, and more storage for the equipment. Deputy Supervisor Dailey suggested paying a coordinator.

Homecoming-Michelle McLagan, Homecoming Committee member reported that everything went very well this year for Homecoming. Thanked Mike Baldock and Mark Hyde for their help they both went above and beyond to make sure things got done. Planning for next year has already started.

Library- Michelle McLagan, Librarian stated that the summer Reading program has ended, this was the best year as far as participation since Michelle has been the Librarian.

J. Items for Town Board Action:

1. Resolution to add fees for building permit fees- Bill # 2021-83 Moved by Supervisor Nelson seconded by Deputy Supervisor Dailey Discussion followed: Deputy Supervisor Dailey stated he had received a call from Councilmember Bush with concerns about raising residential fees. Town Board was all in favor of removing the Residential Solar fee completely from the resolution. Roll call Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Motion carried
2. Resolution to authorize the purchase of 2023 Navistar Dump/Plow Truck Bill # 2021-84 Moved by Deputy Supervisor Dailey seconded by Councilman Putney Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilman Putney yes, Motion carried
3. Resolution for budget amendments and to authorize the transfer of funds Bill # 2021-85 Moved by Supervisor Nelson seconded by Deputy Supervisor Dailey Roll Call Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Motion carried
4. Resolution to award a contract for Engineering Services for the WWTP and Collection system Modernization and compliance project Bill # 2021-86 Tabled
5. Resolution to correct budget appropriation account number Bill # 2021-87 Moved by Councilman Putney seconded by Deputy Supervisor Dailey Roll call: Supervisor Nelson yes, Deputy Supervisor Dailey yes, Councilmember Putney yes, Motion carried
6. Resolution to accept the bids for the sale of Surplus Equipment through Municipal bid -Bill # 2021-88-Tabled

K. New Business

L. Public comment Period

- M. **Executive Session-** CSEA contract negotiations; Motion made by Supervisor Nelson seconded by Deputy Supervisor Dailey at 7:56 PM to go into Executive session.