**TOWN OF LISBON**

BOARD MEETING

# August 9, 2017

**LISBON TOWN HALL**

**Present:**

Supervisor James Armstrong Councilman Robert McNeil

Town Clerk Donna McBath Councilman Susan Duffy

Wm Dashnaw, Deputy Highway Superintendent

Absent, Councilman Gary Jarvis, Councilman Nathanael Putney, Highway Superintendent Timothy Dow

Guest: Assessor Stephen Teele, Katie Sovie Waterfront Director, Alan Dailey

**1. Meeting Called to Order for the Town Board Meeting**

Supervisor James Armstrong called the meeting to order at 1:04 PM

1. **Pledge Allegiance**
2. **Thomas Manley – UBmax Utility Billing Software for water and sewer**

Mr. Manley gave a presentation on a new Utility Billing Software for water and sewer. It was stated that both Supervisor Bookkeeper Kari Blair and Town Clerk McBath has seen the demonstration of the program. The cost of the program would be $845.00 with an annual support fee for $425.00. The BAS Program for the clerks for maintenance fee cost was in 2016 - $290.00; 2017 - $305.00; and will cost in 2018 - $600.00

Councilman Duffy made a motion seconded by Councilman McNeil to approve the purchase of the UBmax Utility Billing Software for $845.00 and Support Fee for $425.00.

Ayes – 3 Nays - 0

1. **Legislator David Forsythe –** Was not present
2. **Minutes Approvals – July 12, 2017**
3. **Approval of Town Clerks Report July 2017**
4. **Approval of Justice Reports for July 2017**

Councilman Duffy made a motion seconded by Councilman McNeil to approve the Meeting Minutes of July 12, 2017, Town Clerk’s Report for July 2017 and Justice Reports for July

2017. Ayes – 3 Nays - 0

1. **Approval of Transfers**

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| **TO** | **General Fund** | | **AMOUNT** |  | **FROM** | **ITEM** | | **AMOUNT** |
| 14301.01 | Bookkeeper PS | | $7,063.22 |  | 71101.01 | Parks Maint PS | | $3,531.61 |
|  |  | |  |  | 71801.01 | Beach PS | | $3,531.61 |
| 5011.01 | Deputy Highway Supt PS | | $10,000.00 |  | 19904.01 | Contingency | | $10,000.00 |
| 71104.01 | Parks & Campground CE | | $14,000.00 |  | 19904.01 | Contingency | | $14,000.00 |
|  | Total | | **$31,063.22** |  |  |  | | **$31,063.22** |
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Con’t

Councilman McNeil made a motion, seconded by Councilman Duffy to approve the budget

transfers for August 2017. Ayes – 3 Nays – 0

1. **Approval of Abstracts and Town Supervisor’s Report**

Discussion was held concerning the Band that was hired for July 21, 2017 for the Campground. The band was hired without approval. Another band will be performing August 21, 2017, who was also hired without approval. Mr. O’Neil paid for the band on July 27, 2017 and requested to be reimbursed. Mr. O’Neil also requested the approval of hiring the band for August 21, 2017.

Councilman McNeil made a motion seconded by Councilman Duffy to approved of reimbursing Mr. O’Neil for the band that performed on July 21, 2017 and hiring the band for August 21, 2017. Ayes – 3 Nays - 0

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| a. General | $26,689.73 |
| b. Highway | $460,772.40 |
| c. Water | $151.70 |
| d. Sewer | $4,269.35 |
| Total | $491,883.14 |

Supervisor Armstrong made a motion seconded by Councilman McNeil to approve abstracts and

the Town Supervisor Report. Ayes – 3 Nays – 0

1. **Highway Superintendent Report – Deputy Wm Dashnaw**
2. Deputy Highway Superintendent Dashnaw stated that all the roads that were approved to be black topped was complete. The highway department had also blacked topped the McBath Road, Wright Road, and Sparrow Hawk Road.
3. Deputy Highway Superintendent Dashnaw informed the board that the highway department will be shimming the sides of the Woods Road.
4. Deputy Highway Superintendent Dashnaw asked the board if they would like to have him do another road condition survey, since it had been approximately 7 years since the last one was completed.

Supervisor Armstrong made a motion seconded by Councilman Duffy to have Deputy Highway Superintendent Dashnaw do another road condition survey by the end of the year 2017.

Ayes – 3 Nays – 0

1. Tanker Truck - Deputy Highway Superintendent Dashnaw informed the board that the Highway Department purchased a tanker truck for $2,000.00 from John McLear that had belonged to the Lisbon Highway Department. The truck was damaged in an accident in the spring of 2017. He stated that all it would need to

have done, was to have a pump installed along with some other items, for approximately $3,000 to $4,000. It would then be ready to be used.

1. Deputy Highway Superintendent Dashnaw is recommended the town to purchase another trash trailer for the campground in next year’s budget. As the highway department does not have the time to empty the one trailer when needed.

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**Con’t Highway Superintendent Report**

1. Parts Room - Deputy Highway Superintendent Dashnaw would like the approval from the board to have the Highway Department build a shed type parts’ room, to be attached to the Town Barns in back. He estimated the cost would be approximately $20,000.

Councilman Duffy made a motion seconded by Councilman McNeil to have the Highway Department build a shed type parts room for the cost to go no higher than $25,000.

Ayes – 3 Nays – 0

1. **Liaisons**
2. Campground
3. Car Show - There will be an antique car and RV Show on September 2 and 3rd, 2017.
4. Band will be performing on August 21, 2017
5. Shuffle Board – Mr. O’Neil informed the board members that the campground had a concrete slab that was meant for a shuffle board. He would like to get it refurbished and set up to be used. The cost could be between $1,000 to $2,600. He would like to have this put in next year is budget for the campground.
6. Parking Lot at the Tennis Court and Boat Docks. Mr. O’Neil would like to have the parking lot black topped at the boat docks and lined. He would also like to have the tennis court parking lot resealed and lined.
7. Katie Sovie, Waterfront Director spoke with the board members concerning the wages for the life guards. There is concerns of the cost for education they need to inquire to be a life guard each year. Each year they must pay $60.00 each year to get recertification and every other year the cost is $80.00 for recertification. To get your WSI the cost is $400.00 and many hours in the pool. Councilman Duffy stated that the town should be paying the life guards $1.00 more an hour to be certified. She also is asking for the board to approve that the town reimburse the life guards the expense to get certified at the end of each summer. The end of summer would be when the life guards return to school.

Councilman McNeil made a motion, seconded by Councilman Duffy be paid out by voucher to the life guard – swimming instructors to reimburse them for their recertification that has finished out the year. Ayes – 3 Nays - 0

1. Planning Board – Code Enforcement Officer Marc McDonell
2. CEO McDonell stated that there were still problems with the berm between the Borrego (solar project) and the Schellenberger family. The agreement was for Borrego to put up 15 blue spruce trees. After the agreement, the Engineer informed Borrego that the trees would shade the solar panel after a few years. Then it was decided to plant cedar trees, which the deer would eat during the winter months.
3. CEO McDonell informed the board that he and Mark Hyde attended a training concerning SEQR.

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Con’t Planning Board

1. CEO McDonell informed the board that he had three addition building permits for new homes.
2. CEO McDonell informed the board members that something needed to be done concerning the town hall with all the leakage in the walls. It was discussed to have tile draining done and/or install gutters on the roof.
3. Recreation Committee – Councilman Nathanael Putney was not present
4. **Old Business**

No old business to discuss

**13. New Business**

A. Lawn Mower – Supervisor Armstrong informed the board that the Lisbon School had

a lawnmower for sale. With the renovation that was being done at the school, the school could purchase new mowers. The cost of the old mower was $1,500.

1. Health Insurance for Town Clerk

Town Clerk McBath stated that the town was paying for her health insurance per month of $772.73. She stated that her Medicare bill per month is $134.00 and supplement cost would be $193.00. The Drug plan cost would be $118.05 for three months.

Councilman Duffy made a motion seconded by Councilman McNeil to approve to pay for Town Clerk Medical insurance bills of $134.00, $193.00 and $39.35 monthly.

Ayes – 3 Nays - 0

Councilman Duffy made a motion seconded by Councilman McNeil to purchase the lawnmower

from the school at the cost of $1,500.00. Ayes – 3 Nays – 0

1. Howland Pump – when the new generator was installed at the school, there was additional equipment needed to complete the job. The school received a bill from Howland Pump for $2,181.90. The suggestion was that the school and town split the

bill. Lisbon will be paying $1,090.90.

Councilman McNeil made a motion seconded by Councilman Duffy to pay Howland Pump $1,090.00 half of the invoice that was charged to Lisbon School.

Ayes – 3 Nays - 0

1. **Guest**
2. Alan Dailey – Discussion was held concerning the wage for the incoming Highway Superintendent.

Discussion was held concerning the addition of 15 sites at the campground and the expense. Mr. Dailey was informed that the cost for the addition sites was being

done through grants. No expense to the town.

1. **Adjournment**

Councilman McNeil made a motion seconded by Councilman Duffy to adjourn the meeting at 2:50 PM. Ayes – 3 Nays - 0

Respectfully Submitted,

Donna McBath, Town Clerk