**TOWN OF LISBON**

BOARD MEETING

# SEPTEMBER 14, 2017

**LISBON TOWN HALL**

**Present:**

Supervisor James Armstrong Councilman Robert McNeil

Town Clerk Donna McBath Councilman Gary Jarvis

Wm Dashnaw, Deputy Highway Superintendent

Assessor Stephen Teele

Campground Director: Michael O’Neil

Legislator David Forsythe

Absent, Councilman Susan Duffy, Councilman Nathanael Putney, Highway Superintendent Timothy Dow

Guest:, Travis Church – Barkley’s Safe and Lock, Susan McLear and John Meunier

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

 Supervisor James Armstrong called the meeting to order at 1:10 PM

1. **Pledge Allegiance**
2. **Travis Church – Barkley’s Safe and Lock**

The Court office is applying for a J Cap grant for a Fire Alarm System with a Panic Button System for the Town Hall.

Mr. Church from Barkley’s Safe and Lock, Canton, NY gave a presentation on a Fire Alarm with a Panic Button System. He presented two options for monthly cost.

 Option # 1 Fire Alarm Monitoring System and a Panic Button

 Option # 2 Would be for Panic Button only

No decision was made until the grant was completed and approved.

1. **Legislator David Forsythe –**

Legislator Forsythe stated that the county was working on the 2018 budget.

He stated that was there a new Community Service Position that was filled, and the Assistant County Administrator and Public Health Director had left their position. The county has also hired a new HR Director.

 The county was working on the health insurance part of the budget.

1. **Minutes Approvals – August 9 and September 5, 2017**
2. **Approval of Town Clerks Report July 2017**
3. **Approval of Justice Reports for July 2017**

Councilman McNeil made a motion seconded by Councilman Jarvis to approve the Meeting Minutes of August 9 and September 5, 2017, Town Clerk’s Report for August 2017 and Justice Reports for August 2017. Ayes – 3 Nays - 0

|  |  |  |
| --- | --- | --- |
| **Town Board Minutes** | **September 14, 2017** | **Page 2** |

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

|  |  |
| --- | --- |
| a. General | $40,499.44 |
| b. Highway | $156,419.65 |
| c. Water | $1,690.38 |
| d. Sewer | $32,899.95 |
| Total | $231,509.42 |

Councilman McNeil made a motion seconded by Councilman Jarvis to approved abstracts and

the Town Supervisor Report. Ayes – 3 Nays - 0

1. **Highway Superintendent Report – Deputy Wm Dashnaw**
2. Parts room attached to the town barns has been started
3. Works has been done on the culverts on the Swamp Road.
4. The Highway Department has started to haul salt for the winter
5. Screening sand with the salt
6. **Old Business**

Susan McLear and John Meunier spoke to the board members concerning the placement of a 4 x 8 shed on lot which they rent for the year at the Beach and Campground for storage. They had read in previous minutes that a final decision was not made on whether a shed be placed. Discussion was held concerning the matter of allowing a shed to be placed on yearly campsites. Starting in May 2018, the town has 10 yearly sites.

 Concerns:

 Size of the shed

 Type of the shed

 Color of the shed

 What will they look like

 Where the shed is placed on campsite

 When camper leaves the site, the shed would also be removed.

The board members have asked for Mr. O’Neil to draw up the specification for the shed for approval.

1. **New Business**
	1. Housing Authority – appointments

 Bruce Green – 2016 to 2019

 Margaret Backus – 2016 – 2019

 Michael Duprey – 2017 – 2020

 Hollis McBath – 2017 – 2020

* 1. Potsdam Humane Society, Inc.

Town Clerk McBath informed that she received a new contract for the Potsdam Humane Society, Inc. for 2018. She informed them the cost will be increased by $53.00. The cost for 2018 contract will be $2,699.00.

Councilman McNeil made a notion seconded by Councilman Jarvis to approve to have Supervisor Armstrong to sign the contract with Potsdam Humane Society, Inc.

 Ayes – 3 Nays – 0

|  |  |  |
| --- | --- | --- |
| **Town Board Minutes** | **September 14, 2017** | **Page 3** |

1. **Assessor Stephen Teele** – Assessor Teele stated that this year’s tax bill stated “An estimated STAR check will be mailed to you upon issuance by the NYS Tax Department. Any overpayment or underpayment can be reconciled on your next tax return or STAR credit check”. (Last year it was stated on the internet the amount a person would

receive in a check.) It was then asked when will the state be sending out the checks? Assessor Teele stated that the checks should be out by the end of September. Per Assessor Teele, Senator Richie and Assembly Woman Russell stated that if the checks are not out by the end of September there would be a 3% interest added onto the check.

1. **Report from all Liaisons for committee**
2. Campground – Campground Director Mike O’Neil
* Asked if the road between the campers and the main road of the campground could be blacktopped, as campers were complaining of the dust that was created.
* Requested that the parking lot at the boat docks be blacktopped and lined.
* Requested that the tennis court and basketball court be sealed and lined this year. Mr. McGaw informed Campground Director O’Neil that since it was at the end of the year he would receive a good price. Campground Director O’Neil was informed to receive 3 quotes for this job.

Councilman Jarvis made a motion and seconded by Councilman O’Neil to authorize Supervisor Armstrong as the authority to sign the contract to seal the tennis and basketball courts and line them after contacting the Board Members. Ayes – 3 Nays - 0

* Campground Director O’Neil stated he was going to put up a fence at the ends of the speed bumps to stop people from going around. Legislator Forsythe stated that if that fence was put up there would be a chance of someone tripping over it in the dark and a possible law suit. Board Members recommended the fence not be built.
1. Planning Board – Code Enforcement Officer Marc McDonell
* CEO McDonell stated that he had the total of 13 new houses that were built in

 2017.

* CEO McDonell informed the board that the old Agway building was sold at the county auction on September 9. There may be old cars brought in and parked at the building. A board member suggested that the town should have the property surveyed in that area and the town’s property marked off.

Councilman McNeil made a motion seconded by Councilman Jarvis to hire Rick Jacobs to survey the property next to the old Agway building and behind the town barns.

 Ayes – 3 Nays – 0

1. Recreation – Nathanael Putney – was not present
2. Animal Control – Sue Siedlecki – Report in Town Clerk’s Office

|  |  |  |
| --- | --- | --- |
| **Town Board Minutes** | **August 9, 2017** | **Page 4** |

1. **Budget**
	1. School Tax Budget Line – A school tax line needs to be added to this year budget with funds for Town Clerk to collect school taxes.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **TO** | **General Fund** | **AMOUNT** |  | **FROM** | **ITEM** | **AMOUNT** |
| 1330.1 | School Collector | $3,000.00 |  | 1990.4 | Contingency | $3,000.00 |
| 1411.1 | Deputy Town Clerk | $1,000.00 |  | 1990.4 | Contingency | $1,000.00 |
|  |  |  |  |  |  |  |
|  | Total | $4,000.00 |  |  | Total | $4,000.00 |

Councilman McNeil made a motion seconded by Councilman Jarvis to approve the budget

transfers for School Collector. Ayes – 3 Nays – 0

* 1. Budget – Work session was done on the budget.

Discussion was held concerning purchasing two dump boxes for the snowplow trucks and a plow harness for the new truck.

Councilman McNeil made a motion seconded by Councilman Jarvis to approve of purchasing two dump boxes and a plow harness from state contract.

 Ayes – 3 Nays – 0

 Discussion was held concerning the Deputy Town Clerk wage

Councilman McNeil made a motion seconded by Councilman Jarvis to increase the Deputy Town Clerk to $12.00/hr. starting the week of September 14, 2017.

 Ayes – 3 Nays - 0

**Adjournment**

Councilman McNeil made a motion seconded by Councilman Duffy to adjourn the meeting at 4:25 PM. Ayes – 3 Nays - 0

Respectfully Submitted,

Donna McBath, Town Clerk