**TOWN OF LISBON**

TOWN BOARD MEETING

# OCTOBER 10, 2018

**LISBON TOWN HALL**

**Present:**

Supervisor James Armstrong Councilmember Robert McNeil

Town Clerk Donna McBath Councilmember Ronald Bush

Highway Superintendent Michael Baldock Councilmember Alan Dailey

Attorney Charles Nash Councilmember Nathanael Putney

Assessor Stephen Teele Code Enforcement Officer Mark McDonell

Guest: Pat Green, Legislator David Forsythe, Lawrence & Leslie Mathews, Stephen Wallace, Sam LaMamacchia, Librarian Michelle McLagan, Deputy Patrick Engle, Randy LaMay, Michael O’Dell, Fred Carter, John Hyde and Ken Putney.

1. **Meeting Called to Order**

Supervisor James Armstrong called the meeting to order at 12:00 PM

1. **Pledge of Allegiance**
2. **Guests:** Several people had concerns of the shooting range that the Ogdensburg Correction Officers was leasing from the Town of Lisbon on the Sand Road. Mr. Fred Carter stated that the shooting range was never set up with regulations, never had approval with the DEC, samples had never been taken concerning lead. Mr. Carter requested that the town would ask for help in this matter. Mr. Carter felt that the Town of Lisbon shouldn’t be in the business of having a shooting range. If the Town of Lisbon wanted a shooting range, then the town needed need to have it done right.

Lawrence Matthews asked why weren’t the people in the area notified that another shooting range was possibly being brought in? Why weren’t the first and the second shooting range brought before the Planning Board? Mr. Matthews wanted to know who built the berm and who foot the bill in the first place. Highway Superintendent Baldock informed him that the berm was dirt and sand that could not be used anywhere else.

Councilmember Dailey informed the people that nothing had been approved and the Ogdensburg Correction Officers had been notified that the lease had been terminated as of November 1, 2018.

Pat Green asked was the land renovated for future use?

Patrick Engle stated that he had visited many shooting ranges. The shooting range in Lisbon was 3rd on the list of being the best in the state.

No decision was made at this time.

1. **Report from Legislators – David Forsythe –** Legislator Forsythe gave a report concerning what was

happening in the county.

1. Meeting Minutes – September 12, 2018

Councilmember Dailey made a motion seconded by Councilmember Putney to approve the Meeting

Minutes for September 12, 2018. Ayes – 5 Nays – 0

1. Approval of Town Clerk’s Report for August 2018

Councilmember McNeil made a motion seconded by Councilmember Bush to approve the Town Clerk’s

Report for August 2018 Ayes – 5 Nays - 0

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1. Approval of Justices Reports for September 2018

Councilmember McNeil made a motion seconded by Councilmember Bush to approve the Justice’s

Report for September 2018. Ayes – 5 Nays – 0

1. Approval of Abstracts

Councilmember McNeil made a motion seconded by Councilmember Bush to approve the Budget Transfer.

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| **TRANSFERS** |
| **TO** | **GENERAL FUND** | **AMOUNT** |  | **FROM** | **ITEM** | **AMOUNT** |
| **14111.01** | **Deputy Town Clerk** | **$108.00** |  | **19904.01** | **Contingency**  | **$108.00** |
| **14201.1** | **Attorney CE** | **$3,303.00** |  | **19904.01** | **Contingency**  | **$3,303.00** |
| **16204.01** | **Building CE** | **$1,307.49** |  | **19904.01** | **Contingency**  | **$1,307.49** |
| **71101.01** | **Park Maint. PS** | **$8,225.14** |  | **19904.01** | **Contingency**  | **$8,225.14** |
| **71104.01** | **Parks/Campgrd CE** | **$529.24** |  | **19904.01** | **Contingency**  | **$529.24** |
| **90608.01** | **Employee Medical In** | **$3,718.85** |  | **19904.01** | **Contingency**  | **$3,718.85** |
| **TOTAL** |  | **$17,191.72** |  |  |  | **$12,943.63** |
|  |  |  |  |  |  |  |
| **TO** | **Highway** | **AMOUNT** |  | **FROM** | **ITEM** | **AMOUNT** |
| **51101.03** | **Maint. Of Roads PS** | **$8,203.39** |  | **51421.03** | **Show & ice PS** | **$8,203.39**  |
| **51302.03** | **Machinery EQ** | **$133,579.62** |  | **909** | **Fund Balance** | **$133,579.62**  |
| **51304.03** | **Machinery CE** | **$5,854.72** |  | **51104.03** | **Gen Repair** | **$5,854.72**  |
|  |  |  |  |  |  |  |
| **TOTAL** |  | **$147,637.73** |  |  |  | **$147,637.73** |
|  |  |  |  |  |  |  |
| **TO** | **Sewer** | **AMOUNT** |  | **FROM** | **ITEM** | **AMOUNT** |
| **81101.09** | **Administration PS** | **$632.28** |  | **81204.09** | **Sewage Collection** | **$632.28**  |
| **81104.09** | **Administration CE** | **$270.58** |  | **81204.09** | **Sewage Collection** | **$270.58**  |
|  |  |  |  |  |  |  |
| **TOTAL** |  | **$902.86** |  |  |  | **$902.86** |

 Ayes – 5 Nays – 0

 9. Approval of Abstracts and Supervisor’s Report

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| --- | --- |
| a. General | $40,376.42  |
| b. Highway | $173,023.51 |
| c. Sewer | $766.84 |
| d. Water | $207.04 |
| Total | $40,285.65 |

Councilmember McNeil made a motion seconded by Councilmember Bush to approve the Abstracts and

Supervisor’s Report. Ayes – 5 Nays – 0

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1. Highway Superintendent’s Report – Mike Baldock

Highway Superintendent stated that he had not heard anything back from the ~~school concerning the fuel for the business.~~  Association of Town if we can sell gas to the Lisbon School.

An easment on Church Street was needed to cross Joyce Flack’s yard.

Shared services were going great. The City of Ogdensburg machine was being used today.

It was asked how much it cost to pave the Wood Road. Highway Superintendent Baldock stated that the blacktopping (top coat) cost $101,000.00.

Councilmember Dailey informed the board members that the town had a ~~class act suit~~ notice of claim against the Town of Lisbon & Highway Department. Supervisor Armstrong stated that it was from James Snyder concerning the turn around that the highway put in.

Pat Green asked what was happening to the bridge on the Chapple Road. He was informed that the town was are still inquiring of options of what to do. Highway Superintendent stated

that the bridge will not be repaired until next ~~winter~~ year.

1. Code Enforcement Officer – Marc McDonell

Two members had resigned from the Planning Board. CEO McDonell had two names that may be interested in joining the Planning Board. They were Wade Wood to fill Steve Jemison position and Judy Martin to fill Steve Wallace position.

CEO McDonell informed the Town Board Members that the Planning Board Members voted change the bylaws that all members had to take a four-hour continuing education course to be qualified as a Planning Board Member.

CEO McDonell informed the Town Board Members that signage law for the Town of Lisbon was 60 square feet. At the time of approval of this law, most of the sign boards were not

4 x 8-foot sheets. Now it was coming economical to have 4 x 8-foot sign boards. The Planning Board members would like to amend this law to 64 square feet so that would allow 32 square feet on each side of the sign. Attorney Nash stated that the town needed to do a local law for this change. A public hearing will be held at the next week for the site plan.

Councilmember Putney made a motion seconded by Councilmember Bush to hold a public hearing for the amendment of a site plan to be held at noon on December 12, 2018.

Code Enforcement – the town was up to 90 permits, and down about 10 from last year.

1. Report from all Liaisons for Committee
2. Recreation – Councilmember Putney

Councilmember Putney would see that the corner of the recreation building would be fixed, that was damaged in the past.

Councilmember Putney would like to know what can be done to widen the driveway because when there was a game, and people were parking on the side of the driveway, other vehicles couldn’t get through.

1. Campground – Councilmember McNeil gave a report on what was happening at the campground.
2. Ribbon Cutting was held last week to open up the new playground. Afterschool children attended.
3. Campground was closing October 15, 2018
4. Campground Director O’Neil had received several requests to extend the campground. Campground Director O’Neil stated that was not possible.
5. There was a car show in September.

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Con’t Campground

1. Supervisor’s Bookkeeper Kari Blair received a letter returned to the supervisor’s office of where a bill was sent. The people owed a lot of money for their campsite. She asked why they could stay if the site was not paid for before they stayed. Councilmember McNeil stated that this should be discuss when the Campground Director was present.
2. Supervisor’s Bookkeeper Kari Blair received calls asking how full-time campers could pay their monthly fee and to whom. She informed them that the campground was still open, and the fee should be sent to them. Ms. Blair then stated that she received from the Campground Director a list of full-time renters and what they owed while the campground was closed. She stated that she was the Supervisor Bookkeeper, not the Campground bookkeeper. She would not be doing this job unless she was reimbursed. Councilmember Putney asked Councilmember McNeil who was responsible for this? Councilmember McNeil stated that this should be discussed when Campground Director O’Neil was present.
3. Planning Board – Councilmember Bush

CEO McDonell gave a report previously in the meeting.

1. Animal Control – Report in the Town Clerk’s office
2. Museum – No Report
3. **New Business –**
4. Life Flight – Discussion was held concerning Life Flight and the board members
5. Resignation of Planning Board Members Steven Jemison and Stephen Wallace.

Councilmember Putney made a motion seconded by Councilmember Bush to accept the resignation for Steven Jemison and Stephen Wallace from the Planning Board.

 Ayes – 5 Nays – 0

1. Appointment of Wade Wood and Judy Martin to the Planning Board.

Councilmember Dailey made a motion seconded by Councilmember Bush to appoint Wade Wood to complete Steven Jemison position and Judy Martin to complete Stephen Wallace position.

 Ayes – 5 Nays – 0

1. Assessment Review Board Member

Randy LaMay’s name was submitted for the position of Assessment Review Board Member.

Councilmember McNeil made a motion seconded by Councilmember Putney to appoint Randy LaMay as Assessment Review Board Member. Ayes – 5 Nays – 0

1. Sexual Harassment Policy

Attorney Nash explained the New York State Sexual Harassment Policy for All Employers in New York State.

Councilmember McNeil made a motion seconded by Councilmember Putney to adopt the New York State Sexual Harassment Policy and appoint Marc McDonell to receive any incident of sexual harassment occurance. A verbal vote was taken.

 Councilmember McNeil Aye Councilmember Dailey Aye

 Councilmember Putney Aye Councilmember Bush Aye

 Supervisor Armstrong Aye

* 1. **Sam Lamacchia** – Candidate for St. Lawrence County District 2 wanted to introduce himself to the Town Board Members.

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1. **Pat Green** – Asked if the town had received the $40,000.00 from the campground that had been borrowed at the last meeting. Supervisor Armstrong stated that yes, it had been received. Pat then asked if the town had been told how much the Bass Masters made on their event. Supervisor Armstrong stated that the town had not been informed. Pat then asked if that

information would be available at the next meeting?

It was asked if Mr. Lawrence Matthews could be included when the Town Board did a walk

through the shooting range.

1. **Executive Session**

Councilmember Dailey made a motion seconded by Councilmember McNeil to go into executive session for Maintenance Department 2:30 PM. It was asked that Librarian Michelle McLagan, Assessor Stephen Teele, Supervisor’s Bookkeeper Kari Blair, Highway Superintendent Baldock and Town Clerk McBath to attend. Ayes – 5 Nays – 0

Councilmember Putney made a motion seconded by Supervisor Armstrong to return to the regular

meeting at 2:55 PM. Ayes – 5 Nays – 0

Councilmember Bush made a motion seconded by Councilmember Putney to terminate Scott Skiff

immediately. Ayes – 5 Nays - 0

1. Budget

Budget Officer Bill Dashnaw discussed budget concerns with the board members.

Discussion was held concerning the water budget and the appointed position that Gary White is available in case of emergency. Highway Superintendent Baldock suggested that we do shared services.

Librarian Michelle McLagan presented the Hepburn Library’s budget. Ms. McLagan stated that the majority would be going toward wage increases.

Campground Director

Budget 70201.01 Campground Director budget line is $18,000. Discussion was held on giving the Campground Director a raise to $19,000.00.

Councilmember McNeil made a motion seconded by Councilmember Putney to increase the Campground Director was from $18,000 to $19,000 yearly. Ayes – 4 Nays - 1

Dog Control

Councilmember Putney made a motion seconded by Councilmember McNeil to increase the Dog Control from $5,779.00 to $6,000.00. Ayes – 5 Nay – 0

 Discussion was held concerning Budget No. 71101.01 Parks Maint. PS. The budget was $40,000.00. It had increased up to 69,328.00 so far this year. Why? Found the problem that something had been charged to this line when it shouldn’t have been.

Councilmember Putney had to leave the meeting at 3:45 PM

Councilman McNeil made a motion seconded by Councilman Armstrong to accept the 2018 tentative budget with the wages as stated. Ayes – 4 Nays – 0

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 Con’t Budget

**Wages for Elected and Nonelected Personnel**

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| FourTown Board Members | $9,600.00 | Each $2,400.00 |
| Justice | $22,290.00 | Each $11,145.00 |
| Court Clerk | $19,380.00 |  |
| Supervisor | $13,700.00 |  |
| Deputy Supervisor | $1,000.00 |  |
| School Collector | $3,000.00 |  |
| Assessor | $30,623.00 |  |
| Town Clerk – Tax Collector | $36,108.00 |  |
| Deputy Town Clerk | $13.00/hr. |  |
| Attorney | $7,000.00 |  |
| Supervisor Bookkeeper | $20,380.00 |  |
| Public Works | $24,574.00 |  |
| Dog Control | $6,000.00 |  |
| Code Enforcement Officer | $30,600.00 |  |
| Highway Superintendent | $55,341.00 |  |
| Deputy Superintendent | $1,500.00 |  |
| Campground Director | $19,000.00 |  |
| Campground Maintenance | $46,000.00 |  |
| Beach – Lifeguards | $20,000.00 |  |
| Youth – Recreation | $7,100.00 |  |
| Historian | $2,000.00 |  |
| Water & Sewer Collector | $520.00 |  |
| Sewer Administration | $23000.00 |  |

1. Town Hall Bid Opening Results.

Mr. Dashnaw informed the board members that the results of the bids for the renovation of the town hall. Mr. Dashnaw stated that the Town Board cannot make a definite decision until the town received the analyses from Aubertine & Currier.

1. **Adjournment**

 Councilmember Dailey made a motion seconded by Councilmember Bush to adjourn the meeting at 4:20 PM. Ayes – 4 Nays - 0

Respectfully Submitted,

Donna McBath, Town Clerk