Town of Lisbon

Town Board Meeting

**Wednesday, January 10, 2024**

1. **CR 10 Lisbon, NY 13658**

A**.Pledge of Allegiance/Call to order** by Supervisor Bush at 5:00pm

B. **Roll Call**: Supervisor Ron Bush Deputy Supervisor Patti Bartlett

Councilmember Hunter Forsythe Councilmember Jeff Dumas

Also Present: Highway Superintendent Mike Baldock, Town Clerk Alberta Hyde, CEO Marc McDonell, Campground Director Todd Miller, Librarian Michelle McLagan, several residents

Councilmember Robert McNeil arrived at 5:45 pm

C**. Public Comment Period** - Rebecca McDermott-Annual Camper at Lisbon Campground spoke regarding the concerns that the Annual campers have with the letters each annual camper received regarding a 5% increase in rates effective January 1,2024. The Annual campers do not feel that the Town Board should raise the rates in the middle of the currant contract. Discussion followed: The Town Board agreed to have all the contracts start on January 1- December 31and until new contracts can be drawn up the Town of Lisbon would not enforce the 5% increase. Ms. McDermott offered her services to write grants for the Lisbon Campground to help with the cost of improvements. Lisbon Town Board suggested that she could start with a RVRDA grant for the Campground.

D. **Approval of previous meeting minutes** – December 13,2023 Moved by Councilmember Dumas seconded by Councilmember Forsythe to approve the said minutes All in favor Motion carried. December 27,2023 Moved by Councilmember Dumas seconded by Councilmember Forsythe to approve said minutes All in favor Motion carried.

E**. Reports from Boards and Committees**

 Planning Board-

1-no meeting this month

2-Teele solar project could begin as soon as March 1,2024

3-Woodcrest Dairy Digester project has stopped work for the winter, tank is up but there

are no connections.

 Recreation Report-

Councilmember Forsythe stated the monthly meeting was being held tonight.

 Homecoming Committee-

1-Jordan Putney reported that meetings are being held on the 1st Thursday of the Month at 6PM.

2- The committee is looking for anyone interested in helping with this years.

homecoming.

3-The design for this year’s t-shirt has been submitted.

4- Discussion followed regarding the fireworks and possible increasing the time

 Library-

1-The Annual report is being worked on

2-The Town Library needs some maintenance on the outside of the building. Painting the

Trim and installing rain gutters would help in preserving the building. Discussion

Followed regarding the building being a historical and notifying SHPO also if the Highway crew could to the work.

3-There is a new e-mail for the library

F. **Approval Audited claims and Abstract of vouchers** General Fund - $48,537.42 Highway Fund: 47,744.54 Sewer fund 4,992.70 Water fund-0- T&A Fund $7.39 TotalAbstract$101,282.05Payroll 1-$30081.68 Moved by Councilmember Dumas seconded byCouncilmember Forsythe to approve payment to Abstract 1 bill # 1-54 All in favor Motion carried.

J. **Reports of Departments**

- Supervisor Report: Supervisor Bush reported that he is in the process of reviewing the information left by the previous supervisor.

- Highway Superintendent Report

1-Quote was presented to the Town Board for material, labor and equipment for the installation of Chlorination Chamber Discussion followed.

2-Discussion had regarding the main road at the Campground. Highway Superintendent stated that it is in poor condition and is eligible to be repaved and charged to CHIPS.

3-Cutting of roadside brush is continuing

4-Mechanical issues with two of the Town trucks

5-There have been issues with the RBC at the sewer plant

6-The Highway crew is ready to start work at the Damon property as soon as possible.

- Town Clerk Report

1- Town Clerks 2023 end of the year report was given out

2-Office is very busy collecting Land/County Tax

3-Updated list of Designations for 2024 was passed out

- Justice Court Report n/a

- Assessor Report: Assessor Teele left a message that he would not be able to attend this meeting due to having a Town meeting in Hammond

- Code Enforcement Officer report

1-there have been meetings with the IDA regard” RT 68” a business in the Town of Lisbon

2-in the process of issuing three certificates of occupancy

3-discuusion had regarding a new vehicle for the CEO

- Beach/Campground Director Report

1-copies of the Annual/Seasonal contracts were passed around. Town Board members will review said contracts and come back to the table for discussion.

2-Craig System has been contacted regarding coming to the Campground and making changes/ improvements to the internet system

- Historian and Museum Reports e-mailed

Moved by Councilmember Dumas seconded by Councilmember Forsythe to except all reports from the departments All in favor Motion carried.

K. **Action Items:**

Items for Town Board Action

1. Resolution 2024-2 to pay Moyer’s Pound a 1x improvement cost of $1500.00 Moved by Councilmember McNeil seconded by Councilmember Dumas All in favor Motion carried.
2. Resolution 2024-3 In the amount of$500.00 for the 2024 lease agreement with Gouverneur Animal Shelter Moved by Councilmember McNeil seconded by Councilmember Dumas All in favor Motion carried.
3. Resolution 2024-4 to set up a petty cash fund of $200.00 for the Recreation Committee Moved by Councilmember McNeil seconded by Councilmember Dumas All in favor Motion carried.
4. Resolution 2024-5 Parking in the Hamlet of Lisbon being allowed on CR 10 except for the specifically marked areas of “No Parking.” Moved by Councilmember Bartlett second

by Councilmember Forsythe all in favor Motion carried

1. Resolution 2024-6 Installation of 20’x30” Chlorination Chamber to the existing 6” watermain Moved by Councilmember McNeil seconded by Supervisor Bush to except the bid from Danko Construction, Discussion followed regarding the Town of Lisbon’s Procurement Policy and if three quotes were received. The Highway Superintendent said yes. All in favor Motion carried.

L. **New Business:**

1-Investigate the currant Trash contract

2-Transfer of funds done every month when needed

3-Town Board and Department Heads to receive monthly account balances

M**. Public comment:**

1- Nate Putney recreation committee member requested that the equipment that is not being used by recreation be advertised on Auction International.

2- Mr. Putney asked for help from the Highway Crew installing the previously purchased playground equipment. Discussion followed.

3-Recreation Basketball Tournament will be held at Lisbon School January 12,13,14 2024. All funds collected will be turned into the Town Clerk including the petty cash which will be kept in the safe at the Town Clerks Office until which time needed.

N. – **Executive Session** – Moved by Councilmember McNeil seconded by Councilmember Bartlett to go into executive session at 7:05pm to discuss matters relating to collective negotiations under the Taylor Law. Moved by Councilmember Dumas seconded by Councilmember Bartlett to come out of executive session at 7:28 PM All in favor Motion carried.

P. **Adjournment** Moved by Councilmember Dumas seconded by Councilmember McNeil **to** adjourn at 7:40 PM allin favor Motion carried.