**TOWN OF LISBON**

BOARD MEETING

# OCTOBER 11, 2017

**LISBON TOWN HALL**

**Present:**

Supervisor James Armstrong Councilman Nathanael Putney

Town Clerk Donna McBath Councilman Robert McNeil

Wm Dashnaw, Deputy Highway Superintendent Councilman Gary Jarvis

Assessor Stephen Teele

Absent: Councilman Susan Duffy, Highway Superintendent Timothy Dow

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

Supervisor James Armstrong called the meeting to order at 1:00 PM

1. **Pledge Allegiance**
2. **Report from all Liasons for committees**
   1. Campground – Campground Director Mike O’Neil

Was not present

* 1. Planning Board – Code Enforcement Officer Mark McDonell
* Planning Board Meeting for October 9, was postponed until October 16, 2017.
* Scott Springstead is purchasing the Upstate Family Health Care building and will be doing Chiropractic service there.
* Meri Briggs on CR 28 will be opening a gift shop.
* There will be a new Amish home going to be built on the Cemetery Road.
* Russell Jones on SH 37 will be working on his building for a dog kennel.
* Some property owners are building a retaining wall along the river to help stopping erosion
  1. Recreation – Nathanael Putney
* The Recreation committee wants to set up rules to be on the committee; as in the person must attend at least three consecutive meeting before becoming a member
* The Recreation committee will consider leaving the Kiwanis teams as there are too many players on a team. The players do not get much playing time.
  1. Anminal Control – Susan Siedlecki – September’s Report is filed in the Town

Clerk’s Office.

1. **Legislator David Forsythe**

Was not present

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1. **Library Director Michelle McLagan**

Ms. McLagan turned in the budget for the Library and explained it to the Town Board Members. Ms. McLagan explained to the Board Members what was on the schedule of what they would like to do for the year 2018 and 2019.

2018 – Construction on the second floor and painting, new carpet

2019 – Construction on the first floor of moving an office, a new sign out front, and install an energy efficient fireplace insert for extra heat.

Ms. McLagan informed the board members that she won an advocate award.

1. **Minutes Approvals –September 14, 2017**
2. **Approval of Town Clerks Report September 2017**
3. **Approval of Justice Reports for September2017**

Councilman McNeil made a motion seconded by Councilman Jarvis to approve the Meeting Minutes of September 14, 2017, Town Clerk’s Report for September 2017 and Justice Reports for September 2017. Ayes – 4 Nays - 0

1. **Budget Transfers for September 14, 2017 and October 12, 2017**

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| TRANSFERS for September 14, 2017 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| TO | GENERAL FUND | AMOUNT |  | FROM | ITEM | AMOUNT |
| 50104.01 | Supt of Highway CE | $2,000.00 |  | 51324.01 | Garage CE | $2,000.00 |
| 71104.01 | Parks/Campground CE | $4,142.63 |  | 2001.01 | Campground Fees | $4,142.63 |
| 71801.01 | Beach PS | $6,679.64 |  | 2001.01 | Campground Fees | $6,679.64 |
| 71804.01 | Beach CE | $894.82 |  | 2001.01 | Campground Fees | $894.82 |
| 75504.01 | Celebrations CE | $1,180.04 |  | 19904.01 | Contingency | $1,180.04 |
| 71101.01 | Parks Maint PS | $6,411.08 |  | 71102.01 | Parks/Campground EQ | $6,411.08 |
| TOTAL |  | $21,308.21 |  |  |  | $21,308.21 |
|  |  |  |  |  |  |  |
| TO | Highway | AMOUNT |  | FROM | ITEM | AMOUNT |
| 51304.03 | Machinery CE | $10,000.00 |  | 51424.03 | Snow Removal CE | $10,000.00 |
| 51101.03 | Maint of Roads PS | $4,000.00 |  | 51121.03 | Perm Improvement PS | $4,000.00 |
|  |  |  |  |  |  |  |
| TOTAL |  | $14,000.00 |  |  |  | $14,000.00 |

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Con’t Transfers

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| TO | Water District | AMOUNT |  | FROM | ITEM | AMOUNT |
| 83104.08 | Administration CE | $1,000.00 |  | 83301.08 | Purification PS | $1,000.00 |
| TOTAL |  | $1,000.00 |  |  |  | $1,000.00 |

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| --- | --- | --- | --- | --- | --- | --- |
| TO | SEWER DISTRICT | AMOUNT |  | FROM | ITEM | AMOUNT |
| 81101.09 | Administration PS | $3,000.00 |  | 81304.09 | Treatment/Disposal CE | $3.000.00 |
| TOTAL |  | $3,000.00 |  |  |  | $3,000.00 |

TRANSFERS for OCTOBER 11, 2017

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| TO | GENERAL FUND | AMOUNT |  | FROM | ITEM | AMOUNT |
| 11104.01 | Justices CE | $5,000.00 |  | 13204.01 | Independent Auditing | $ 5,000.00 |
| 16204.01 | Buildings CE | $10,000.00 |  | 16202.1 | Building EQ | $10,000.00 |
| 50111.01 | Deputy Hwy Supt PS | $5,000.00 |  | 160202.01 | Building EQ | $ 5,000.00 |
| 71104.01 | Parks/Campground CE | $40,000.00 |  | 16202.01 | Building EQ | $40,000.00 |
|  |  |  |  |  |  |  |
| TOTAL |  | $60,000.00 |  |  |  | $60,000.00 |

Councilman McNeil made a motion seconded by Councilman Putney to approve the transfers for September 14 and October 11, 2017. Ayes – 4 Nays - 0

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

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| --- | --- |
| a. General | $36,055.68 |
| b. Highway | $37,953.82 |
| c. Water | $242.96 |
| d. Sewer | $2,090.27 |
| Total | $76,342.73 |

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

the Town Supervisor Report. Ayes –4 Nays - 0

1. **Highway Superintendent Report – Deputy Wm Dashnaw**

It was asked if there was a school for the Highway Superintendent to attend. Mr. Dashnaw stated that there was. It will be held in June. Whoever was elected should

attend.

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1. **Old Business**

Mr. Dashnaw stated that the court had put in a JCAP grant 4 years ago and hadn’t completed the work that was for this grant. Now they have applied for a grant for the year of 2018 and was informed that they could not get the 2018 grant until the previous grant was completed, turned in and signed off. Mr. Dashnaw stated after communicating with Judge Fletcher, that the work she wanted done to have the small bathroom removed, remove the hallway to this bathroom to extend the room beside the court bench. Put a door in where the window is in this room and a sliding window so the public are not allowed to enter the court office. The other room where the small bathroom extended into, would be made larger for the Code Enforcement Officer. Judge Fletcher also wanted a wall built in the storage room for a small room for lawyers and client to be able to communicate in privacy. Mr. Dashnaw stated this grant was for $6,000.00. With the construction work that needed to be done, he estimated the cost would be approximately $10,000. Much discussion was held.

Councilman Putney made a motion seconded by Councilman McNeil to do the work that was requested, but not to exceed the $6,000.00. If the work was not finished, the board members approved the cost under the disquisition of Supervisor Armstrong to what was needed to be done to complete the job. The work to be done was:

Remove the bathroom and set up a drain for incoming water.

Remove the wall in the old enforcement’s office and put in a wall to close the

hallway

Finish the old court office for the Code Enforcement Officer.

A roll call was held for voting.

Supervisor Armstrong Aye Councilman Putney Aye

Councilman Jarvis Aye Councilman McNeil Aye

Vote was passed.

1. **New Business**
   1. Relevies of Water and Sewer

Councilman Putney made a motion seconded by Councilman McNeil to the relevies of the water and sewer to the town and county taxes. Ayes – 3 Nays - 0

* 1. Town Board Meeting Time

Councilman Putney asked if the November meeting could be rescheduled to November 8 at Noon instead of 1:00 PM as it was difficult for him to attend starting at 1:00 PM. All board members agreed to the rescheduling for November.

Councilman Putney left the meeting at 2:30 PM

1. **Budget – Wm Dashnaw**

Mr. Dashnaw presented the Tentative budget for 2018.

Councilman McNeil made a motion seconded by Councilman Armstrong to accept the 2018 tentative budget with the wages as stated. Ayes – 3 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 | $29,623.00 |  |
| Town Clerk | $34,608.00 |  |
| Deputy Town Clerk | $12.00/hr. |  |
| Attorney | $7,140.00 |  |
| Supervisor Bookkeeper | $19,380.00 |  |
| Public Works | $24,574.00 |  |
| Dog Control | $5,779.00 |  |
| Code Enforcement Officer | $30,600.00 |  |
| Highway Superintendent | $54,341.00 |  |
| Deputy Superintendent | $1,500.00 |  |
| Campground Director | $18,000.0 |  |
| Campground Maintenance | Budget $40,000.00 |  |
| Beach – Lifeguards | Budget $26,000.00 |  |
| Youth – Recreation | $61,000.00 |  |
| Historian | $1,515.00 |  |
| Water & Sewer Collector | $520.00 |  |
| Sewer Administration | $16,008.00 |  |

1. Public Hearing for November 8, 2017 for the Final Budget at Noon.
2. **Adjournment**

Councilman McNeil made a motion seconded by Councilman Jarvis to adjourn the meeting at 4:10 PM. Ayes – 3 Nays - 0

Respectfully Submitted,

Donna McBath, Town Clerk