

**NEW LISBON TOWN BOARD---JANUARY 8, 2013---7:00PM
PUBLIC HEARING ON 2013 FIRE PROTECTION CONTRACT**

Present: Supervisor Robert Taylor, Councilmen Robert Eklund, Edward Lentz, Connie Chase & Glen Noto, Hwy. Supt. Bill Whitaker, Clerk Charlene Wells, Land Use Enforcement Officer Tom Riso, Residents Keith Woodbeck, Lenny Melillo, Mert Hull, Joe Gregory, Sue Smith, Donald Smith, Shane & Laurie Harrington, two other students

Supervisor Robert Taylor opened the Public Hearing on the 2013 Fire Protection contract with the Garrattsville Fire Company at 7:04 PM. The contract amount this year is \$84,350.00. The Town will continue to pay the phone bill for the upper firehouse, but the firemen will pay directly for the fuel and electric costs. Mert Hull reported that the Fire Dept. answered 35 calls putting in 475 man hours. They put in 700 hours of training time. They purchased a new brush truck this year and installed a hydrant by the new County Bridge on Cty. Hwy. 16 in Garrattsville. Lenny Melillo added that their repair and maintenance costs have increased because they have to send out more work due to liability issues. It was also noted that there are less chimney fires now due to insulated pipe and code inspection. Lenny suggested that it would be a good idea to put a notice about checking chimneys, smoke alarms, etc. in with people's school tax bills in September and on the town website in the fall. The Emergency Squad handled 82 calls in 2012 for 615 man hours. They completed 516 hours of training, 48 hours of maintenance and 148 hours assisting the fire dept. on calls, etc. and totaled 1395 hours in 2013. It was noted that here is a lack of volunteers over the entire county and especially among younger people.

The Town Board noted its appreciation for all that the Fire Dept. & Emergency Squad do for the community. With no further comments from the floor, a motion was made by Edward Lentz, seconded by Connie Chase and carried 5/0 to close the public hearing at 7:20 PM.

**NEW LISBON TOWN BOARD---JANUARY 8, 2013
ORGANIZATIONAL MEETING**

Present: same as above

The 2013 Organizational meeting was opened at 7:20 PM. A motion was made by Glen Noto, seconded by Connie Chase and carried 5/0 to make the following annual appointments: Virginia Schoradt as Town Historian, Judith Koster as Planning Board Clerk, Robert Taylor as Marriage Officer, Dora Cooke as Court Clerk and Thomas Riso as Land Use Enforcement Officer. Elizabeth Fish was appointed at the 12/26/12 meeting to serve as Dog Control Officer for 2013. We still need to find someone to serve as Health Officer.

Highway Superintendent Bill Whitaker appointed Victor Lasher as Deputy Highway Superintendent. Supervisor Robert Taylor appointed Doris Schlee as Bookkeeper, Connie Chase as Deputy Supervisor and he will serve as Budget Officer. Clerk Charlene Wells appointed Robert Wells as Deputy Clerk.

A motion was made by Connie Chase, seconded by Robert Eklund and carried 5/0 to approve the following items:

-Designate the Daily Star as the official Town newspaper.
-Hold monthly meetings on the 2nd Tuesday of each month at 7:30 PM at the Town Hall.
-Bills will be audited by the Board ½ hour before the start time of the meeting.
-Set mileage reimbursement at 50 cents per mile.
-Designate Community Bank, NA for the Town Clerk/Collector & Town Justice.
-Designate Community Bank, NA, Key Bank, NBT Bank, Bank of Cooperstown and CLASS Investment Cooperative as banks for the Supervisor.
-Authorize the Supervisor to pay all utility bills, insurance premiums, justice court fees to the State Comptroller, Time Warner bills, credit card bills, payroll taxes and purchase postage without prior Board approval.
-Authorize the Highway Supt. to spend up to \$1,000.00 at a time without prior Board approval, except for hiring an outside contractor which requires Board approval and a certificate of insurance.
-Authorize the Supervisor to invest money for interest bearing purposes in the best interest of the Town.
-Acceptance of the Annual Financial Report to the State Comptroller as the Town's final financial report.

.....Hire Robin Lasher and Willard Lasher as Schedule Keepers and Town Hall Custodians at \$11.00 per hour.

A motion was made by Glen Noto, seconded by Connie Chase and carried 5/0 to contract with Pittsfield Veterinary Clinic for dog shelter services.

A list of how they spent their 2012 funds was received from the New Lisbon Senior Citizens. A motion was made by Connie Chase, seconded by Robert Eklund and carried 5/0 to contract with the New Lisbon Senior Citizens to provide adult recreation services at a cost of \$450.00.

A motion was made by Glen Noto, seconded by Connie Chase and carried 5/0 to hire Martin Tillapaugh as Town Attorney.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 5/0 to adopt the following 2013 Employee Salary and Pay Schedule:

POSITION	WHEN PAID	APPROPRIATION
Supervisor	Every 2 weeks	\$8,000.00
Highway Superintendent	Every 2 weeks	\$45,000.00
Assessor	Every 2 weeks	\$8,560.00
Town Justice	Annually	\$5,800.00
Councilmen, 4 at	Annually	\$1200.00 ea.
Registrar of Vital Statistics	Annually	\$500.00
Record Management Officer	Annually	\$500.00
Town Clerk/Collector	Monthly	\$15,500.00
Historian	Annually	\$500.00
Health Officer	Annually	\$250.00
Town Hall Custodian (Schedule Keeper)	Monthly	\$11.00 per hr.
Town Hall Cleaner	Monthly	\$11.00 per hr.
Board of Review, Chairman	Annually	\$105.00
Board of Review, 4 at	Annually	\$85.00
Bookkeeper	Monthly	\$4,300.00
Budget Officer	Annually	\$1,000.00
Park & Cemetery Mower	Every 2 weeks	\$11.00 per hr.
Planning Board Clerk	Monthly	\$1,200.00
Dog Control Officer	Monthly	\$2,000.00
Court Clerk	Monthly	\$3,250.00
Attorney	Monthly	\$3,200.00
Part-time employees	Every 2 weeks	\$7.25 per hr.
Temporary employees	Every 2 weeks	\$7.25 per hr.
Highway employees-MEO	Every 2 weeks	\$8.25 per hr.
Highway employees-HMEO	Every 2 weeks	\$16.70 per hr.
Part-time HMEO	Every 2 weeks	\$12.00 per hr.
Highway employee-Dep. Supt.	Every 2 weeks	\$16.80 per hr.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 5/0 to adopt the following 2013 Highway Employee Schedule:

1. WAGES...MEO.....\$8.25 per hour
 HMEO, part-time..\$12.00 per hour
 HMEO.....\$16.70 per hour
 DEPUTY SUPT.....\$16.80 per hour
 All payable every two weeks, with time & half for overtime.
2. SICK LEAVE.....One day per month with no more than 12 days per year. Accumulative to 70 days. Sick days used for five consecutive days require a doctor's note. Employees will not be paid for any unused sick days upon termination or retirement. Employees must be actively working to receive sick days.
3. INSURANCE.....Hospital/Medical through CDPHP. Enrolled employees will contribute 10% of their monthly premium for 2013. If an employee chooses not to take medical coverage through the Town, he will be paid \$1100.00 in June and \$1100.00 in December. Medical benefits are provided to employees while they are on the payroll, either actively working or using sick and/or vacation days. When an employee is on disability or leave of absence they may remain on the Town policy if

they so choose by paying the entire monthly premium themselves. Disability insurance is paid as per NYS Benefits Law.

4. PAID HOLIDAYS.....total of 9...New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day.
5. PERSONAL DAYS.....three per year...not cumulative
6. LEAVE OF ABSENCE.....MUST BE APPROVED BY Town Board and Highway Superintendent.
7. BEREAVEMENT DAYS.....three days, for immediate family only.
8. NYS RETIREMENT----Tier 3 & 4...employee contribution as required by NYS Retirement System.
9. WORKERS COMPENSATION.....total paid.
10. NEW PERSONNEL...will be paid \$7.25 for MEO and \$12.00 for HMEO per hour for a six month probationary period. After 2 months, the pay may be increased by 50 cents per hour upon the review and recommendation of the Hwy. Supt. After 4 months, the pay may again be increased by 50 cents per hour upon the review and recommendation of the Hwy. Supt. Once the six month probationary period is over and the new employee is permanently hired, he will go to full pay for the position and receive all of his benefits.
11. VACATION TIME.....after one year receive one week, then one additional day for each year thereafter, up to a maximum of four weeks.
12. DRUG & ALCOHOL POLICY.....as per policy adopted 12/12/1995.

Highway Superintendent Bill Whitaker advised that it is his intention to pave part of Turnbull Road by the bridge and on the hill, Coles Bridge Road, and part of Jones Road from Stabler's to the top of the hill as his CHIPS projects. The Board signed the Agreement for the Expenditure of Highway Moneys with the Highway Superintendent.

Supervisor Robert Taylor noted that our medical insurance broker, Ralph Morse, will come in to discuss future health insurance options with the highway employees in the spring.

With no further business, a motion was made by Robert Eklund, seconded by Connie Chase and carried 5/0 to close the 2013 organizational meeting at 7:32 PM.

NEW LISBON TOWN BOARD—JANUARY 8, 2013 REGULAR MONTHLY MEETING

Present: same as above

The regular monthly meeting opened at 7:33 PM. A motion was made by Connie Chase, seconded by Edward Lentz and carried 5/0 to accept the minutes for the December 11, 2012 regular meeting and December 26, 2012 special meeting as written.

Hwy. Supt. Bill Whitaker noted that he is changing the tires on the new used truck. He talked with Creative Electronics about the digital radios and they think they will be able to get us a better price. They advised to wait until the end of January when new radios will be coming out. Councilman Edward Lentz noted that he did some research and he couldn't find anything that says the FCC is going to require digital radios. Supt. Whitaker advised that he has heard they might be required by 2015. The main reason that he would like to get at least three radios that have both our present set up and digital is that he feels there is a gap of communication now with surrounding towns and schools which have converted to all digital. Williamson has a highway software program available. Supervisor Taylor noted that he is waiting for a call back from them to set up a demonstration.

Lenny Melillo advised the Board that he has several ideas on the highway barn which would take too much time to go over during the meeting. Councilman Edward Lentz and Robert Eklund volunteered to meet with him to go over his ideas. Lenny thanked the highway department for their help on emergency squad calls. Tom Riso noted that from what he's heard, our fire & ems have good response times.

Historian Virginia Schoradt submitted her annual report and updated the Board on her activities last year. Town Clerk Charlene Wells submitted her annual report to the Board.

We received a notice from NYMIR that they have applied for a rate reduction for 2013.

The Association of Towns sent information on their 2013 Training School & Annual Meeting on February 17-20, 2013 in NYC. They will present resolutions to preserve & strengthen home rule, preserve land use authority for natural gas drilling, mandate relief, publication of legal notices, road preservation securities & road use agreements, reinstatement of funding for school tax relief exemption administration, reform real property tax system, waiver of asbestos notification fees associated with municipally owned properties, highway, bridge & transportation funding, surcharges to fund justice courts and town prosecutors, authority to charge gross receipts taxes on utility bills, funding local costs associated with gas extraction and preserve dedicated funds for local purposes.

We received notice from the Town of Milford of a public hearing on their proposed amendments to their zoning ordinance on January 16, 2013.

The County Planning Department sent a reminder that the Planning Board must notify the NYSDOT in the event of any site plans and/or subdivisions within 500 feet of any state road.

Supervisor Robert Taylor noted that County Emergency Services Coordinator Kevin Ritton will be coming to the Otsego County Supervisor's Assoc. on January 24th, 2013 to discuss sharing services. We are still waiting for the assessor's new fireproof file cabinet to be delivered. We received notice from the State Comptroller's office that we did meet the 2% tax cap requirements. The auditors from the State Comptroller's Office will be calling Supervisor Taylor with their oral comments.

Bills were reviewed by the Board prior to the meeting. A motion was made by Edward Lentz, seconded by Connie Chase and carried 5/0 to pay General Fund bills #1 through #17 for a total of \$6,072.84. A motion was made by Connie Chase, seconded by Edward Lentz and carried 5/0 to pay Highway bills #1 through #14 for a total of \$19,081.79. Supervisor Robert Taylor paid General Fund bills #253 through #258 for a total of \$901.35 and Highway bill #184 for \$61.20 with prior Board approval. The Supervisor's monthly report was submitted to the Board.

A motion was made by Edward Lentz, seconded by Glen Noto and carried 5/0 to approve the 2013 contract with the Garrattsville Fire Company, Inc. for fire protection and emergency services at a cost of \$84,350.00.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 5/0 to designate Supervisor Robert Taylor as our voting delegate at the February 2013 Association of Towns Conference.

With no further business, a motion was made by Connie Chase, seconded by Robert Eklund and carried 5/0 to adjourn at 8:23 PM.

Charlene R. Wells, New Lisbon Town Clerk