

NEW LISBON TOWN BOARD---MARCH 16, 2017---7:30 PM
REGULAR MONTHLY MEETING---TOWN HALL, GARRATTSVILLE
(Postponed from 3/14/17 due to Winter Storm Stella)

Present: Supervisor Timothy Miller, Councilwoman Flo Loomis, Councilmen John Pegg, Joseph Gregory & Robert Eklund, Hwy. Supt. Bill Whitaker, Clerk Charlene Wells, Deputy Supervisor Stacey Kazacos, Co. Rep. Meg Kennedy, residents Tom Riso, Donald Smith, Sue Smith, Ed Lentz, insurance agent Lois Ballard

Supervisor Timothy Miller opened the regular monthly meeting at 7:30 PM with the pledge of allegiance and a moment of silence. A motion was made by Councilman Joseph Gregory, seconded by Councilman John Pegg and carried 5/0 to accept the minutes for the February 14, 2017 regular monthly meeting as written.

Highway Supt. Bill Whitaker advised that we have had the first 2009 Freightliner long enough that we can sell some stuff that we took off of the truck, a winch and 5th wheel. He would like to sell it through Auctions International to get a bigger audience than when we advertise locally. There is also a winch on the newest Freightliner. A motion was made by Councilman Joseph Gregory, seconded by Councilman Robert Eklund and carried 5/0 to declare the winch and 5th wheel from the first 2009 Freightliner as surplus and to authorize the hwy. supt. to put them up for sale through Auctions International.

Supt. Bill Whitaker noted that he had recently met with Tim Hunt from the Town of Cazenovia who showed him their equipment rotation program. They save money by rotating out equipment before they have to pay for expensive repairs. They buy new pickups every two years and a new loader every year. Mr. Hunt is willing to come talk to the Board about their equipment rotation program. Carbone has a contract with Hamilton County and they gave a price of \$30,133.00 for a one ton 2017 Chevy midrange pickup. It would cost approximately \$5,000.00 more to add a 9 foot plow. The estimated value of our 2009 Ford pickup is \$6000.00 to \$9,000.00. Supt. Whitaker noted that he had not heard back from Skinner & Damulis. He further stated that he attended the Capital Planning Committee's 3/13/17 meeting and was happy with the discussion.

We had two trucks go off the road during Winter Storm Stella which dropped 3-4 feet of snow on us. Supt. Bill Whitaker advised that the trucks are still running and he is getting them back in service. He called our insurance company to come look at them so we can put in a claim for repair costs. The 2004 Volvo has some issues with the box and his truck has some door/window damage.

There is a flag on Turnbull Bridge and Supt. Whitaker has asked Town & County Bridge & Rail to look at it and give us a repair estimate. There may be grant money available to replace the large culvert on Goddards Road and he is asking Town & County Bridge & Rail to get us a price on that project which is necessary for the grant application.

Councilman Robert Eklund, chairman of the Capital Planning Committee, suggested that maybe he would go with Hwy. Supt. Bill Whitaker to talk further with Mr. Hunt about Cazenovia's equipment rotation program. He could see how some of the components of the plan might work for us but others may not because they are a bigger town. Maybe we should stay with getting as much army surplus as we can. There are a lot of things to consider in long range planning. Discussion was held on getting rid of the 2008 Volvo which just cost another \$6600.00 in repairs. We spent \$23,676.00 in repairs for it over the past two years. As much as Supt. Whitaker agreed that he does not like this truck due to its down time and cost of repairs, he would have to know how we are going to replace it before we get rid of it. He planned on the newest Freightliner replacing the International. Councilman Joseph Gregory suggested that if the insurance would cover a new box for the 2004 Volvo because of the storm damage, we could put it on the new Freightliner. Supt. Bill Whitaker noted that New Berlin has a 2009 box that they want \$8,000.00 for. Councilman Eklund requested that Supt. Whitaker get an estimated value for the 2008 Volvo, the insurance adjuster's estimates of the storm damage to the two trucks and a decision on what he suggests we do as far as getting a new pickup for the next meeting.

The Board discussed having a shared service agreement with the NYS DOT. Hwy. Supt. Bill Whitaker noted that they have not used any help from the DOT in the past. Maybe they would be available for equipment moving. After further discussion, a motion was made by Councilman Joseph Gregory, seconded by Councilman Robert Eklund and carried 5/0 to sign a Shared Service Agreement with the NYS DOT for a period of two years. Supervisor Timothy Miller will work with Hwy. Supt. Whitaker to complete what services and equipment we would like to specify in the agreement before sending it on the NYS DOT.

Co. Rep. Meg Kennedy reported that they gave out 36 awards from the submitted Community Grant applications, including \$500.00 for the Butternut Valley Alliance and \$500.00 for Copes Corner Park. The Otsego County Planning Department has received a consolidated service grant. The first part of the grant will be to look into four towns consolidating services and the second part will be to look into consolidating bus companies and a public transportation plan. She noted that she has received concerns from residents that the \$25.00 fee to dispose of mattresses will result in them being junked along roadsides. She added that the company that is handling the mattresses & box springs recycles them and the fee covers the County's cost. The Office of the Aging is looking for volunteers to be nominated for awards. Co. Rep. Kennedy added that the Town of Hartwick was looking to share a chipper. She was reminded that the Town of Hartwick has not yet agreed to our Shared Service Agreement. It was noted that in the recent snowstorm the County called everyone using the reverse 911 system to tell us that the County roads were closed. Edward Lentz noted that it would have been nice for them to also notify us when the ban was lifted. Supervisor Timothy Miller noted that Broome County was supposed to be getting help from the State after the snowstorm and he wondered why we didn't. Rep. Kennedy will check and see if anyone from Otsego County had asked for help. She noted that the County Board is looking into disciplinary actions taken by the Otsego County Sheriff to see that they were handled equitably. Councilman Robert Eklund suggested that the Town should send a letter to the County Board asking for some of the bed tax money since we have three campgrounds which house tourists.

Land Use Enforcement Officer Tom Riso noted that he identified 18-20 project completions to be added to the assessment roll. Materials have been ordered for the hwy. storage building ceiling, but the work hasn't progressed yet. He added that he is working on a repair list for our buildings. He was asked to serve on the capital planning committee if he is available. It was noted that the Town of Morris is reviewing an application for a solar farm on St. Hwy. 51, just below the town line.

Lois Miller-Ballard of Gates-Cole Associates in Morris was present to submit a proposal for the Town's insurance package. She currently handles the Village of Morris, Town of Butternuts and Edmeston in her office, with the other 8 offices handling many other towns. She noted that the best companies for small towns are HCC, Trident and NYMIR. She quoted us through HCC; because of the accepted insurance code whereby only one agent can quote a company and Hughson & Benson Associates was going to quote us with NYMIR and Trident. The proposal she submitted at \$16,525.29 is an \$800.00 savings over last year's premium with NYMIR and has increased umbrella coverage and lower deductibles. She added that she gives personal attention to her clients and promises fast responses to any issues that come up. HCC is based out of Ohio and has been in business for years and has covered the Village of Morris for years. She would need to know by April 1st if we want to accept this proposal from HCC and/or to switch her to our broker of record. Supervisor Timothy Miller noted that Hughson & Benson Associates has had the same amount of time to get proposals for us and he has not heard anything from them. Clerk Charlene Wells noted that we have always done our insurance renewals in April, so John Ryland of Hughson & Benson Associates was probably going on that time table if he had not been told specifically to submit proposals for the March meeting. The Board decided to hold a special meeting on Monday, March 27th at 7:00 PM at the Town Hall to review any insurance proposals from Hughson & Benson Associates and to select an insurance package.

Rugfair Commercial & Industrial, the company who replaced the floors in the office end has submitted an estimate of approximately \$10,000 to replace the floor in the large meeting room. Councilwoman Flo Loomis will work on getting another estimate.

Supervisor Timothy Miller noted that our Annual Update Document (AUD) to the State Comptroller for 2016 was completed and filed. There is an upcoming Finance School in June. Councilwoman Flo Loomis attended the 2017 Assoc. of Towns conference in NYC, but felt that the cost of the conference was not worth the amount of information she obtained. There were many workshops, vendors and interaction with other officials, but she thought that a grant writing class at a local college would be more beneficial. Supervisor Timothy Miller agreed that the cost of staying in NYC is too high, and they should have the conference somewhere else.

At the conference, Supervisor Miller talked with Computel Consultants. They will look at our cable franchise agreement, see what's going on with it and can help renegotiate a deal. They would get 40% of any savings if they find anything. It was noted that our Time Warner bills show a "franchise fee" even though we agreed not to charge Time Warner a fee because they would charge it back to the customers. A motion was made by Councilman Joseph Gregory, seconded by Councilman John Pegg and carried 5/0 to hire Computel Consultants at no cost to the Town to review our cable franchise. He also learned at a capital planning session that they don't recommend you go past a five year plan because too many things can change. They added to keep the plan simple, with clear goals and objectives, identify assets, and prioritize projects. If we set up a reserve we would have to follow a process. At another session he learned that if we had an inventory of trees, they could be covered in a windstorm. Another session focused on proper accounting. Internal controls will help mitigate risk, but there is risk in all we do. Overall, he felt the classes were good.

Otsego 2000 is accepting nominations for Historic Preservation Awards until April 10th, 2017. Innovative Playground Services sent in a proposal for a playground inspection. We approved using them in the past, but they never came out to do the inspection and after several calls, we gave up on them and hired someone else.

The Otsego County Board of Elections sent in a 2017 Poll Site agreement. If a primary is needed it will be 9/12/17 and Election Day is 11/7/17. After review, a motion was made by Councilman Robert Eklund, seconded by Councilman Joseph Gregory and carried 5/0 to authorize the Supervisor to sign the agreement with the County Board of Elections for using our Town Hall as the polling site for 2017.

Edward Lentz noted that the grants committee is looking into grants. Otsego County Soil & Water helped Pittsfield & Butternuts get DEC grants to replace their salt sheds. Perhaps we would be interested in replacing our salt shed and maybe the County would be interested in going in with us. The current County site on St. Hwy. 51 has runoff that goes into the creek. Councilwoman Flo Loomis obtained information on a new domed building. Councilman Robert Eklund added that we would have to also know what it would cost us for upkeep. The committee will check with the County Hwy. Dept. to get their input on the idea of replacing existing salt structures if grants are available.

We should push getting some of the bed tax funds for our town. Also, Senator Seward should be contacted to see if the insurance industry would contribute money to our volunteer emergency services. We should work with people who do things to help us improve our image as a town. Councilman Robert Eklund questioned if the insurance company comes out to assess our risks if we could get hit with major renovations. Typically when NYMIR did a risk assessment, there were only quick fixes to take care of, such as moving the generator away from the furnace in the firehouse. Supervisor Timothy Miller will talk with the other Supervisors about getting a group insurance plan that maybe would help all towns cut medical insurance costs.

We have not heard back from Attorney Martin Tillapaugh on the final draft of solar farm regulations. Councilwoman Flo Loomis conducted the audit of the Town Clerk/Collector office and Councilman Robert Eklund conducted the review of the Justice office. After review, a motion was made by Supervisor Timothy Miller, seconded by Councilman Joseph Gregory and carried 5/0 to accept the audits of the Town Clerk/Collector and Justice offices.

The Board met prior to the meeting to review the bills. A motion was made by Councilman Robert Eklund, seconded by Councilman Joseph Gregory and carried 5/0 to approve paying General Fund Bills #52 through #69 for a total of \$135,061.19 and Highway Fund Bills #34 through #55 for a total of \$23,359.08 and a bill for \$999.80 to Flo Loomis for her conference expenses. General Fund bills #48

through #51 and Highway Fund Bill #56 for a total of \$7,869.59 were paid with prior Board approval. The Supervisor's monthly report was submitted to the Board.

A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5/0 to authorize Councilman Robert Eklund to draft a letter to send to the County Board asking for a portion of the County Bed Tax.

With no further public comment, Supervisor Timothy Miller advised that he wanted to go into executive session to discuss a potential liability issue. A motion was made by Councilman Robert Eklund, seconded by Councilman Joseph Gregory and carried 5/0 to go into executive session, inviting the Town Clerk to attend, to discuss a potential liability issue at 10:00 PM.

A motion was made by Supervisor Timothy Miller, seconded by Councilman Robert Eklund and carried 5/0 to closed the executive session and return to the regular session at 10:35 PM.

With no further business, a motion was made by Councilman Robert Eklund, seconded by Supervisor Timothy Miller and carried 5/0 to adjourn at 10:35 PM.

Charlene R. Wells, New Lisbon Town Clerk