

NEW LISBON TOWN BOARD---MARCH 13, 2018---7:30 PM REGULAR MONTHLY MEETING---TOWN HALL, GARRATTSVILLE

Present: Supervisor Edward Lentz, Councilman John Pegg, Councilwoman Nancy Martin-Mathewson, Councilwoman Flo Loomis, Councilman Robert Eklund, Clerk Charlene Wells, Assessor Pamela Dyn-Gohde, Co. Rep. Meg Kennedy, Residents: Edward George, Tom Riso, Lenny Melillo

Absent: Hwy. Supt. Bill Whitaker

Supervisor Edward Lentz opened the meeting at 7:30 PM. In the February 13, 2018 minutes on the section pertaining to the code office inspection, CO2 was corrected to CO and regarding the relief valve it needs to be replumbed not added. A motion was made by Councilman John Pegg, seconded by Councilwoman Flo Loomis and carried 4 Ayes/ 0 Nays (Councilman Eklund had not arrived yet) to accept the amended minutes for the February 13, 2018 regular monthly meeting and the minutes for the February 21, 2018 special meeting as written.

The Board reviewed the specifications for the new 4x4 tractor bid notice. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to accept the amended specifications and to put out for bids for a new 4x4 tractor with front end loader to be opened at the April 10, 2018 meeting.

A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to sign the Agreement for the Expenditure of Highway Moneys between the Town Board and Highway Superintendent.

Highway Superintendent Bill Whitaker had received an estimate of \$2,970.00 from Stan Leonard for a 60,000 BTU hanging LP gas heater for the storage building. This would include a thermostat and a new electric circuit off of the main panel. Tom Riso noted that this was not what had been originally discussed for providing heat in the building. It was decided to look into the issue further before making any decisions.

A motion was made by Councilman Robert Eklund, seconded by Councilman John Pegg and carried 5 Ayes/0 Nays to advertise for bids for sand, item 4, crusher run, bank run, cobbles and #2 stone with pricing options for picking up at site and having delivered to be opened at the April 10, 2018 meeting.

Supervisor Edward Lentz noted that he had talked to a state rep about the \$20,000.00 in multi-modal money and found out that it expired in 2015. He was asked to send her the information from when we did Gregory Road in 2008 and she would look into getting the funds extended so we could use it this year. Councilwoman Nancy Martin-Mathewson submitted her monthly report showing repair expenses for trucks/equipment. Councilman Robert Eklund noted that he had received multiple calls about a town truck which had broken down on the road and sat there all weekend with only a few cones around it. He felt that it should have been moved off of the road more and better marked.

Lenny Melillo commented that he felt the 2009 Freightliner is costing us too much money and keeps breaking down and having to be towed and fixed. He thought we should see if we could transfer the plow and box onto another truck and cut our losses. He further commented that we should hire an engineer for our culvert projects, especially if we hire a contractor. An engineer would draw up the design, make sure that all DEC regulations are met and inspect the work when completed. He added that the DEC will give out free advice for projects, which Councilman Robert Eklund agreed that we should be utilizing. Permits from the DEC should be applied for now for upcoming projects. Councilwoman Nancy Martin-Mathewson added that with worse storms/weather situations, an engineer's expertise would help protect the Town and should probably be utilized, especially on the bigger projects. After further discussion, the Board agreed that we should be hiring an engineer for bigger culvert projects and make sure that all DEC regulations are met on all projects. Supervisor Edward Lentz will go over this with Hwy. Supt. Bill Whitaker.

County Representative Meg Kennedy updated the Board on various issues. Soil & Water is working on setting up a workshop for highway departments this spring. Staff Sargent Dennis Clark will be taking over as Director of Veterans Affairs. The County has budgeted for a part-time Ag Implementation Specialist to work on details of the Agricultural Farmland Protection Plan. She noted that her work on the regional land bank is making some progress. In regards to the communications tower, the County Attorney is supposed to be looking into the status of the SEQR on the site. We are asking for a copy of this review. Also, the Board felt that the county helping to get cell carriers to use the tower was a commitment that helped the Board to decide to approve the tower on Town property. Co. Rep. Kennedy was asked to look into the tower issues for the Board. SUNY Delhi has been contracted to build the County's tiny homes to be used for temporary housing.

Land Use Enforcement Officer Tom Riso noted that he has been finding things to add to the assessment roll and Assessor Pamela Dyn-Gohde has been out assessing them. It was noted that we use to get completion reports from the County Code office, along with copies of issued building permits, but we haven't received in a while. These were all helpful to the assessor to know when to go inspect properties. Co. Rep. Meg Kennedy will check with the Code Enforcement about the documents we would like to be getting.

Robert Taylor submitted a summary of what he learned at the Association of Towns annual conference. He will conduct a training session for Planning Board members in April.

A motion was made by Councilman Robert Eklund, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to hire Raymond Gorton at \$11.00 per hour to mow the cemeteries and town properties.

Supervisor Edward Lentz noted that he had to file for an extension to file the Annual Update Document (AUD) to the State Comptroller because there were some errors which would not allow him to file it. In regards to the fire & safety inspection at the Town Hall, Tom Riso has installed the CO detectors and the batteries for the emergency lights are in. We will have the relief value on the furnace adjusted after the heating season. The AED has arrived and has to be installed on the wall in the large meeting room. We will work on inviting representatives from groups using the Town Hall to attend a training session on the AED with the Board. The Board wanted to have the training on a night separate from the regular meeting. Mirabito has sent corrected invoices for all of the billing errors and we balanced with them this month.

Regarding the issues of livestock animals getting loose and running through the hamlet of Garrattsville, Supervisor Lentz advised that he had talked to the owners and they assured him that they would work harder on trying to keep the animals contained. Councilman Robert Eklund felt that this has been an ongoing problem which is unsafe for the animals and the Town. He has found out that the owners had the same issues where they use to live. Regarding a junk issue on Bardin Road, Supervisor Lentz will check back with the DEC to get a report on their inspection of the site.

We received notice from the NYS Dept. of Ag & Markets that our DCO, Elizabeth Fish passed their inspection of her. Councilman Robert Eklund noted that when the animals were running loose in the hamlet, the DCO helped get them rounded up. He felt she should be commended for her actions. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to have the Supervisor send a note of thanks to DCO Elizabeth Fish for all that she does for us.

Supervisor Edward Lentz received a letter from the NYSDEC concerning our old dump site on the corner of County Hwy. 16 and Backus Road. They want to send an engineer to inspect the parcel. Supervisor Lentz responded that he would like to be present when they do the inspection and is waiting on a date.

We received notice from our insurance carrier that it is most likely our rates will go up. According to Gates-Cole we do have blanket coverage on our buildings. Agent Lois Miller-Ballard will be asked to come to the April 10th meeting to go over our insurance package renewal.

A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to transfer \$939.72 from A1990.4 Contingent Account to A1620.44 Firehouse Repairs to cover the ductwork bill.

The Board reviewed the bills prior to the meeting. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to pay General Fund bills #42 through #56 for a total of \$130,332.34, Highway Fund bills #36 through #54 for a total of \$16,395.48 and a bill for \$79.76 to Tom Riso for the CO detectors for the Town Hall. The Board thanked Tom Riso for all of the work that he is doing for the Town. General Fund bill #41 and Highway Fund bill #55 for a total of \$6,635.42 were paid with prior Board approval.

Councilwoman Flo Loomis conducted the audit of the Town Clerk/Collector's office and Councilwoman Nancy Martin-Mathewson conducted the audit of the Supervisor's office. The Board reviewed the audit forms and a motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to accept the audits.

Town Clerk Charlene Wells had to call our credit card company and found out that Robert Taylor and Timothy Miller are still on as points of contact. They advised we had to send a letter to change the contact to Supervisor Edward Lentz signed by two members of the Board. Supervisor Edward Lentz noted that he is still working on rates for the loan for the new truck. He has drafted a Fund Balance Policy which the Board will discuss further next month.

Edward George advised that he had sent Supervisor Lentz information on a grant writing seminar. Supervisor Lentz noted that he will forward the email to all.

With no further business, a motion was made by Councilman Robert Eklund, seconded by Councilman John Pegg and carried 5 Ayes/0 Nays to adjourn at 9:30 PM.

Charlene R. Wells, New Lisbon Town Clerk