

NEW LISBON TOWN BOARD---APRIL 10, 2018---7:30 PM REGULAR MONTHLY MEETING---TOWN HALL, GARRATTSVILLE

Present: Supervisor Edward Lentz, Councilman John Pegg, Councilwoman Flo Loomis, Councilwoman Nancy Martin-Mathewson, Hwy. Supt. Bill Whitaker, Clerk Charlene Wells, Assessor Pamela Dyn-Gohde, Co. Rep. Meg Kennedy, Residents: Edward George, Sandra & Barry Braunius, Donald Smith, Robert Taylor, Tom Riso, Mert Hull Absent: Councilman Robert Eklund

Supervisor Edward Lentz opened the meeting at 7:30 PM. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/0 Nays to accept the minutes for the March 13, 2018 regular monthly meeting as written.

Five tractor bids were received as follows: \$41,042.40 for a Kubota Model #V3307-CR-TE4 from White's Farm Supply of Waterville, NY, \$46,720.00 for a Massey Ferguson MF4707 from Eklund Farm Machinery of Stamford, NY, \$39,198.95 for a Kubota Model #V3307-CR-TE4 from Sharon Springs Garage of Oneonta, NY, \$46,500.00 for a Case Farmall 65c from White's Farm Supply of Franklin, NY and \$34,900.00 (plus \$1000.00 for 2nd valve option) for a Mahindra 2565 from MacFadden & Sons of Sharon Springs, NY. The Board reviewed and discussed the various options. Supt. Bill Whitaker noted that he did not need a tractor with over 65 HP. He would be happy with the lowest price option, the Mahindra which met his needs and the specs. He would want to add the 2nd valve. After further discussion, a motion was made by Councilwoman Flo Loomis, seconded by Councilman John Pegg and carried 4 Ayes/0 Nays to accept the low bid of \$34,900.00 plus the 2nd valve option for \$1,000.00 for a total of \$35,900.00 from MacFadden & Sons of Sharon Springs, NY for a 2018 Mahindra 2565 4wd tractor, 65 HP, and Mahindra 2565L loader as per our specs and their bid. The Board approved paying the bill upon receipt of the tractor so that Supt. Bill Whitaker can file for reimbursement under the CHIPS program.

Bids for sand and gravel items were received as follows: from Seward Sand & Gravel, Hoffman Pit Rte. 80, Pittsfield: Sand--\$5.25yd (FOB), \$9.75yd (delivered), Crusher Run--\$6.25yd (FOB), \$10.75yd (delivered), Item 4--\$4.75yd (FOB), \$9.25yd (delivered), Bank Run--\$3.75yd (FOB), \$8.25yd (delivered), Cobbles--\$4.75yd (FOB), \$9.25yd (delivered), #2 round stone--\$5.25yd (FOB), \$9.75yd (delivered), #2 crushed stone--\$8.25yd (FOB), \$14.25yd (delivered)(5 load minimum for delivery). From Clark Companies, West Winfield & Milford pits: Sand--\$6.90yd (FOB), Crusher Run--\$11.25yd (FOB), Item 4--\$7.75yd (FOB), Bank Run--\$4.45yd (FOB), Cobbles--\$6.80yd (FOB) & #2 Stone--\$14.95yd (FOB). From Burrell's Excavating, 179 St. Hwy. 80, Pittsfield: Sand--\$5.00yd (FOB), \$9.00yd (delivered), Crusher Run(crushed cobbles)--\$10.50yd (FOB), \$14.50 (delivered), Item 4--\$4.75yd (FOB), \$8.75yd (delivered), Bank Run--\$3.50yd (FOB), \$7.50yd (delivered), Cobbles--\$5.00yd (FOB), \$9.00yd (delivered), #2 Crushed stone--\$11.50yd (FOB), \$15.50yd (delivered). They also added additional items as follows: Round Stone(#1 & #2)--\$5.00yd (FOB), \$10.00yd (delivered), Crushed stone #3--\$11.50yd (FOB), \$15.50yd (delivered), and Crusher Run gravel(crushed item #4)--\$6.25yd (FOB), \$10.25yd (delivered). Parker Excavating & Gravel Co. submitted their 2018 price list as follows: Sand--\$6.75yd (FOB), Crusher Run--\$11.00yd (FOB), Item 4--\$7.00yd (FOB), Bank Run--\$4.00yd (FOB), Cobbles--\$7.00yd (FOB) and #2 Stone--\$7.00yd (FOB). Hwy. Supt. Bill Whitaker noted that different pits have different qualities of materials. Location of the work site and travel costs to the pits can also be a factor. Sometimes a certain pit can be out of a material. For these reasons he requested the Board to accept the prices from all of the pits, except the Clark Companies bid since he did not feel he would travel to the Milford or West Winfield locations. After further discussion, a motion was made by Councilman John Pegg, seconded by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/0 Nays to accept the prices for materials from Seward Sand & Gravel, Burrell's Excavating and Parker's Excavating & Gravel Co. as listed above with the understanding that the Hwy. Supt. will use his discretion based on the needed material, work site location, etc. in order to get the best prices for the Town.

Hwy. Supt. Bill Whitaker advised that we are scheduled to receive \$12,790.94 from FEMA for Superstorm Stella in 2017. He further noted that in regards to the 2009 Freightliner, since we outfitted this truck using CHIPS funds, we are obligated to keep it for ten years. He is glad that we had this truck which helped when others were broke down. He feels that having an all-wheel drive is a plus and he

would like to see the other Freightliner set up. Other places are gobbling up these trucks and he has no regrets about getting them.

Discussion was held on the highway storage building. We need to decide if we are just going to heat the addition or the entire pad area. The cost for a heater would be about the same either way. The Board requested highway employee Barry Braunius to figure an approximate material cost for each option along with an estimate of labor time. The men would work on it when time allows, which may mean it wouldn't be ready for next winter. Hwy. Supt. Bill Whitaker noted that we could hire a person part-time to help work on it. The Board will discuss further after estimates are completed.

A motion was made by Councilwoman Flo Loomis, seconded by Councilman John Pegg and carried 4 Ayes/0 Nays to approve the Hwy. Superintendent's attendance at the Assoc. of Towns Hwy. Supt. School in Ithaca in June 2018, and pay the \$110.00 registration fee and reasonable costs for his room and meals.

Supervisor Edward Lentz noted that we have completed the pre-review of a grant application through Bridge NY for a new culvert for Goddards Road. Delta Engineering is helping us with the final application. If we get approval we would have to put out for bids. He further added that he got an extension until 2023 for the multi-modal funds for Gregory Road. Councilwoman Nancy Martin-Mathewson submitted her monthly report of truck expenses. Robert Taylor noted that he did a training session for the Planning Board on solar panels for individual homes.

County Rep. Meg Kennedy advised that there will be agricultural plastic collection days on May 10th in Cooperstown and May 12th in Oneonta. The County will hold their Hazardous waste collection days on September 7th & 8th, 2018. The County handed out 47 awards from the \$50,000.00 that was available for the events grants to venues and groups throughout the County. The SEQR is almost complete for the tower site at the highway garage. The County is joining a lawsuit against opioid companies at no cost to the County.

Fireman Mert Hull gave the first quarter report for the Garrattsville Fire Company. They had 326.5 man hours from January through March 2018. This included 211 hours in training and 115.5 hours in calls.

Lois Miller-Ballard of Gates Cole Associates was present to review our upcoming insurance package renewal. She has not received our renewal price, but expected a 1-3% increase. With HCC we do not pay for any changes made throughout the year, just on renewal. The firehouse needs to have a risk assessment done and we need to review our contents to see if we should increase that coverage. We should do an updated inventory list of building contents. Lois noted that a new law would make it mandatory for Fire Departments to have cancer coverage for interior firefighters. This is expected to have to be in place by January 2019. We also need to find out if we should have a bond on officials handling money. She felt that things have been going well between her office and the Town. Supervisor Lentz added that he felt they had been addressing all of his questions.

Land Use Enforcement Officer Tom Riso noted that he had referred a possible issue with a trailer and a substandard foundation to the County Code Office who will investigate when they are in the area. There have been several calls about junk. All of the issues that the County Code Office wanted taken care of at the town hall, except the adjustment of the furnace relief valve have been completed. Co. Rep. Meg Kennedy will talk to the County Code office about enforcement of junk and unregistered vehicles.

Town Justice William Burdick advised that he and Court Clerk Katharine Davis are working well together and he is still learning. He asked for approval for mileage to three training classes this spring. A motion was made by Councilwoman Flo Loomis, seconded by Councilman John Pegg and carried 4 Ayes/ 0 Nays to approve mileage reimbursement for the Town Justice to all training this spring. Justice Burdick further advised that we are to receive \$4,775.00 to make a raised bench in the conference room from the Justice Court Assistance Program. He adjusted the previous specs down and got estimates of \$2,400.00 from Butternut Valley Cabinetry, \$2,335.00 from Willow Creek Specialties and \$6,250.00 from Dean Marble. Based on his personal knowledge of the contractors, he requested that the Board allow

him to hire Butternut Valley Cabinetry to build the raised court bench for up to the amount of the grant, \$4,775.00. (He wants to put back in some items he had deleted from the specs). A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 4/0 to authorize the Town Justice to hire Butternut Valley Cabinetry for up to \$4,775.00 to build a raised bench for the Town court. The Board also noted that consideration should be given to making sure the bench is handicap accessible in case that might be a future need.

The Board had reviewed a Fund Balance Policy that Supervisor Edward Lentz had drafted and presented last month. After further discussion and review, a motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/ 0 Nays to adopt the Fund Balance Policy as drafted.

The Board met prior to the meeting to review the bills. A motion was made by Councilwoman Flo Loomis, seconded by Councilman John Pegg and carried 4 Ayes/0 Nays to approve paying General Fund bills #61 through #75 for a total of \$5,387.40 and Highway Fund bills #56 through #70 for a total of \$34,405.05. General Fund bills #57 through #60 and Highway Fund bill #71 for a total of \$7,707.23 were paid with prior Board approval. The Supervisor's monthly report was submitted to the Board.

The Otsego County Board of Elections has sent an agreement for 2018 for using the Town Hall for voting purposes. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/0 Nays to approve the 2018 Agreement with the Otsego County Board of Elections for using the Town Hall for voting purposes.

Town Clerk Charlene Wells, Assessor Pamela Dyn-Gohde and Court Clerk Katharine Davis have completed recording three months of work as required by the NYS & Local Retirement System. (Hwy. Supt. Bill Whitaker completed his last year). A motion was made by Councilwoman Flo Loomis, seconded by Councilman John Pegg and carried 4 Ayes/ 0 Nays to reestablish a normal work day as eight hours and to report monthly totals of 22.02 days for Bill Whitaker, 17.65 for Charlene Wells, 2.13 for Katharine Davis and 1.77 for Pamela Dyn-Gohde. The resolution has to be posted for 30 days and then submitted to the Retirement System.

The AED has been installed in the large meeting room. Supervisor Edward Lentz noted that he attended the training class on April 7th. Victor Jones has advised that maybe we could get a class set up at the Town Hall. Supervisor Edward Lentz will see if we could get a class set up for Monday, May 21st, 2018 from 6:30-9:30 PM.

Supervisor Edward Lentz noted that he met with DEC officials at the site of the old town dump on Backus Road. They only did a visual inspection of the site and found no problems. The State Comptroller and Association of Towns will host a Town Finance School on May 3-4 in Saratoga Springs.

Town Clerk Charlene Wells had received a call on 4/5/18 about an individual who had hit a snow covered tree on Gregory Road at 5:00 AM and did approximately \$500.00 in damage to their vehicle. They questioned if the Town was responsible since we had a wind storm and they felt that roads should have been checked. The question was referred to our insurance carrier and their first thought was that all drivers have to be in control of their vehicles at all times. We do have a Prior Notice Law, which states we are only responsible if we received notice and failed to act. Hwy. Supt. Bill Whitaker noted that he received word from snowplow driver Willard Lasher that there was a tree down on Gregory Road that he couldn't move with the plow, so he went and cut it up with a chain saw and moved it out of the road. Supervisor Lentz sent the question on to our attorney, but we haven't had a response yet.

The Board discussed the issues that were found with the playground by our insurance carrier and the consultant we hired. We need to add more pea gravel to 9" depth, remove the aging benches, stain the playset, fill holes that are missing caps, put plexiglass in the dome hole, etc. Several items cannot be fixed due to the age of the playset and the unavailability of parts, but are minor items with minimal safety factors. The leaning post in the backstop and a basketball backboard/hoop also need replacing. After further discussion, a motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/0 Nays that the Town Board would like to

continue to keep the playground as a small service to the community and would therefore move ahead and address the deficiencies with the playground this spring.

We received notice from NYS Dept. of Taxation & Finance/Office of Real Property Tax Services that our 2018 Tentative Special Franchise Full Value has been set at \$545,419.00.

We received notice from Attorney Martin Tillapaugh that the grievance/lawsuit filed in 2014 by Wayne & Cecelia Schleder (Meadowvale Campgrounds) has been discontinued.

With no further business, a motion was made by Supervisor Edward Lentz, seconded by Councilman John Pegg and carried 4 Ayes/0 Nays to adjourn at 10:00 PM.

Charlene R. Wells, New Lisbon Town Clerk