

**NEW LISBON TOWN BOARD---JANUARY 11, 2011---7:00 PM
PUBLIC HEARING ON 2011 FIRE PROTECTION CONTRACT**

Present: Supervisor Robert Taylor, Councilmen Robert Eklund, Edward Lentz, Connie Chase, Clerk Charlene Wells, Hwy. Supt. Bill Whitaker, also: Ed George, Lenny Melillo, and Joe Gregory, Absent: Councilman Glen Noto

Supervisor Taylor opened the public hearing on the 2011 Fire Protection Contract with the Garrattsville Fire Company at 7:05 PM. The contract is the same as last year at \$73,350.00. With no questions or comments on the proposed contract, a motion was made by Connie Chase, seconded by Robert Eklund and carried 4/0 to close the hearing at 7:07 PM.

NEW LISBON TOWN BOARD—2011 ORGANIZATIONAL MEETING

Present: same as above.

A motion was made by Connie Chase, seconded by Robert Eklund and carried 4/0 to make the following appointments: Virginia Schoradt as Town Historian, Judith Koster as Planning Board Clerk, Shawn Patrick as Dog Control Officer, Michael Scanlon as Court Clerk, and Robert Taylor as Marriage Officer.

Highway Supt. Bill Whitaker named Victor Lasher as Deputy Hwy. Supt. Supervisor Robert Taylor will serve as Budget Officer and named Connie Chase as Deputy Supervisor and Doris Schlee as Bookkeeper. Clerk Charlene Wells named Robert Wells as Deputy Town Clerk.

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 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.
-Set mileage reimbursement at 48.5 cents per mile.
-Designate Wilber National Bank for the Town Clerk/Collector & Town Justice.
-Designate Wilber National Bank, 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 Town Clerk, Supervisor and Bookkeeper to review the General Fund bills and submit a list each month for the Board to approve.
-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 Connie Chase, seconded by Edward Lentz and carried 4/0 to contract with Pittsfield Veterinary Clinic for dog shelter services.

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to contract with the New Lisbon Senior Citizens for Adult Recreation at an amount of \$450.00. A breakdown of their 2010 expenses was received.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to hire Martin Tillapaugh as Town Attorney at a cost of \$3,000.00.

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to adopt the following 2011 Employee Salary and Pay Schedule:

POSITION	WHEN PAID	APPROPRIATION
Supervisor	Every 2 weeks	\$8,000.00

Highway Superintendent	Every 2 weeks	\$43,260.00
Assessor	Every 2 weeks	\$8,456.00
Town Justice	Annually	\$5,750.00
Councilmen, 4 at	Annually	\$1200.00 ea.
Registrar of Vital Statistics	Annually	\$500.00
Record Management Officer	Annually	\$500.00
Town Clerk/Collector	Monthly	\$15,000.00
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	\$4,000.00
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	\$3,100.00
Attorney	Monthly	\$3,000.00
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	\$8.15 per hr.
Highway employees-HMEO	Every 2 weeks	\$16.00 per hr.
Part-time HMEO	Every 2 weeks	\$12.00 per hr.
Highway employee-Dep. Supt.	Every 2 weeks	\$16.10 per hr.

A motion was made by Connie Chase, seconded by Robert Eklund and carried 4/0 to adopt the following 2011 Highway Employee Schedule:

1. WAGES...MEO.....\$8.15 per hour
HMEO, part-time..\$12.00 per hour
HMEO.....\$16.00 per hour
DEPUTY SUPT...\$16.10 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 2011. 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 Supt. Whitaker has advised that he plans on working on Gardnertown Road as his CHIPS project. His estimate was for approximately \$99,000.00 for the over two mile road. A motion was made by Connie Chase, seconded by Edward Lentz and carried 4/0 to sign the Agreement For The Expenditure of Highway Moneys between the Highway Supt. and the Town Board. A motion was made by Robert Eklund seconded by Connie Chase and carried 4/0 to close the 2011 Organizational meeting at 7:17 PM.

NEW LISBON TOWN BOARD—JANUARY 11, 2011 REGULAR MONTHLY MEETING—TOWN HALL

Present: same as above, plus Attorney Martin Tillapaugh

Supervisor Taylor opened the regular meeting at 7:18 PM. A motion was made by Connie Chase, seconded by Edward Lentz and carried 4/0 to accept the minutes for the December 14, 2010 regular meeting as written.

Bids were received for the surplus items advertised as follows: Daniel Green--\$156.50 for the 10 ft. power angle plow, Willard Lasher-\$25.15 for the 275 gallon fuel oil tank, and Lou Colburn bid \$51.00 for each of the old sanders, \$51.00 for the cat loader bucket and \$51.00 for the 10ft. power angle plow. After further discussion, a motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to accept the high bid on the plow from Daniel Green for \$156.50 and the bid of \$25.15 from Willard Lasher for the 275 gallon fuel oil tank and to reject all other bids as too low. Supt. Whitaker was authorized to take what items he could to the scrap metal yard and dispose of all other items appropriately.

Supt. Whitaker noted that one truck (Lou's) was out of service with injector problems and was out for repairs at Riddel's, so they would be short one truck for the snow storm expected tomorrow. The highway employees would like to have their overtime pay saved up and given to them at the end of the year. Supervisor Taylor will discuss this with the bookkeeper to see if we could do it. Supt. Whitaker would like to purchase a hot water power washer. He got prices from McQuade & Bannigan (because they also provide service on the equipment) of \$1941.00 for a 1000 lb. pressure hot water power washer, \$2660.00 for a 2000 lb. pressure hot water power washer and \$3639.00 for the largest hot water power washer. After discussion, a motion was made by Edward Lentz, seconded by Connie Chase and carried 4/0 to authorize Hwy. Supt. Whitaker to purchase the 2000 lb. pressure hot water power washer for \$2660.00 from McQuade & Bannigan.

Highway Bills #1 through #16 for a total of \$14,055.54 were audited and approved for payment by the Board.

Councilman Edward Lentz looked at the maintenance log database that Pete Chase made up and felt it would work out okay. Hwy. Supt. Whitaker will have to make a list of monthly expenses and Pete Chase will input. Eventually everyone can be taught to enter the data. It was discussed about keeping track of fuel costs and mileage. Otsego Electric has grant funds available on a first come-first serve basis which if we could get, might enable us to set up a portable photovoltaic electric generation system for producing electricity at the hwy. barn. The hwy. barn used approx. 12,000 kw from 11/09 to 11/10. After further discussion, a motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to authorize Councilman Edward Lentz to prepare and release an RFP for a photovoltaic electric generation system at the hwy. barn with proposals being due in by February 8, 2011.

Supervisor Taylor submitted his "To Do" List for 2011 to the Board. (New highway barn field trips, engineer, architect, equipment replacement plan, repair logs, "Delta" contract, Reval, hiring a Land Use Enforcement Officer, cell tower, transfer firehouse to FD, contain costs & budget cap.) He further noted that he attended the County meeting on garbage and told them that we don't want to handle our own garbage.

Lenny Melillo addressed the Board representing the Garrattsville Fire Company and Emergency Squad. He advised the Board that the 9 member Squad had 100 calls through November, with a total of 882 hours in calls, training, etc. The Fire Co. has 17 active firemen that handled 42 calls for 2010, with a total of 700 hours in calls, training, repairs, etc. He noted that the biggest concerns for this year were possibly needing a new heart monitor at a cost of \$37,000.00 and updating the 1988 Brush Truck.

Discussion was held on possibly transferring the upper firehouse to the firemen. Attorney Tillapaugh advised that the Town couldn't just give the building to the fire company. The Town would have to get the building appraised and offer to sell it to them at that price. Restrictions could be added so that the use can only be by a non profit organization and as a fire building, with a clause to revert back to the Town if the circumstances change in the future. Attorney Tillapaugh will draft a resolution which states all of the benefits to the Town if we want to proceed with this. Lenny will bring up the formal idea at the next fire meeting and report back to the Board if the firemen are interested in pursuing this.

Supervisor Taylor noted that the last official word on the Garrattsville Post Office was that everything was at a standstill. Because they don't pay out much (6% of sales) for operating a post office like ours, it's unlikely anyone would be willing to operate it. Talk has been heard of putting up a group of locked boxes somewhere or putting everyone on delivery routes. Talk of a public meeting hasn't materialized either. Resident Ed Vincent noted his discontentment with how the whole situation was handled and how hard it is to get post office officials to return phone calls.

We received a letter from the County Planning Board noting that the recommendations and suggestions they made on our Site Plan & Subdivisions were advisory and that the Town Board could choose to act contrary to those recommendations. A thank you note was received from the Village Library of Morris for the \$250.00 donation we gave them. Time Warner Cable sent notice that their rates were increasing as of 2/1/2011. We received a copy of The Otsego County Chamber's 2011 Legislative Agenda, which includes opposing mandated wage rates. Historian Virginia Schoradt and Town Clerk Charlene Wells submitted their 2010 annual reports to the Town Board.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to pay General Fund bills #3 through #18 for a total of \$5,399.95. Supervisor Taylor paid general fund bills #236 through #239 and #1 & #2 and highway bill #220 for a total of \$1,139.42 with prior Board approval. The Supervisor's monthly report was submitted to the Board.

A motion was made by Robert Eklund, seconded by Edward Lentz and carried 4/0 to approve and authorize the Supervisor to sign the 2011 Fire Protection Contract with the Garrattsville Fire Company for \$73,350.00.

Robbert DeBruyn submitted a list of what types of waste materials he would have in his motor vehicle repair shop and where he planned on disposing of them. After discussion, the Board requested the Clerk to send him a letter asking him to attend the next meeting on 2/8/11 to answer their questions and concerns.

Consultant Alan Sorensen has made the revisions to the site plan and subdivision regulations based on the recommendations from the County Planning Board. Town Board members had no further changes to make. A motion was made by Connie Chase, seconded by Edward Lentz and carried 4/0 to adopt Local Law #1 of 2011, a local law repealing the Town's Site Development Plan Review Regulations and

Subdivision Regulations and replacing them in their entirety with Chapter 100 Site Plan Review and Chapter 200 Subdivision Regulations of the Town Code of New Lisbon, NY, to be effective upon filing with the Secretary of State.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to approve the final draft of the RFP for a cell tower on New Lisbon Town Property and to place a legal notice and put on website with proposals having to be in by March 15, 2011.

A motion was made by Connie Chase, seconded by Robert Eklund and carried 4/0 to approve the additional budget amendments suggested by the Bookkeeper to balance 2010 accounts as follows:

1. Increase A1220.4(Supervisor Contractual) by \$.10. Transfer \$.06 from A1220.1(Supervisor Salary) and \$.04 from A1220.11(Bookkeeper Salary).
2. Increase A1355.1(Assessor Salary) by \$.12. Transfer from A1355.4 (Assessor-Contractual).
3. Increase A1410.1(Town Clerk Salary) by \$.04. Transfer from A1410.4(Town Clerk Contractual).
4. Increase A1620.1(Town hall Salary) by \$423.25. Transfer from A 1620.41 (Town Hall Contractual).
5. Increase A3510.1(Dog Control Officer Salary) by \$.04. Transfer from A3510.4 (Dog Contractual).
6. Increase A5010.1(Hwy. Supt. Salary) by \$1,099.88. Transfer from A9010.8 (State Retirement Account).
7. Increase A5148.4 (Service for other government-justice court fees) by \$1260.00. Transfer from A1620.41 (Town hall Contractual).
8. Increase A 9030.8 (Social Security) by \$477.31. Transfer from A 1620.41 (Town hall Contractual).
9. Increase DA9055.8 (Disability insurance) by \$61.90. Transfer from DA9060.8 (Health Insurance).
10. Increase DA9720.6(Statutory Bond-Principal) by \$32,000.00. Transfer from DA 5130.2 (Machinery-Capital Outlay).
11. Increase DA9720.7(Statutory Bond-Interest) by \$3,802.00. Transfer from DA 5130.2 (Machinery-Capital Outlay).
12. Increase A1620.41 (Town Hall Contractual by \$215.11). Transfer from A1220.4 (Supervisor Contractual).

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to authorize Supervisor Robert Taylor to be the Town's Voting Delegate at the Association of Towns Annual Meeting in NYC in February 2011.

Our old subdivision regulations didn't require a survey for a simple subdivision. The new regulations don't specifically say that one isn't required for a simple subdivision, just that a survey is required for a minor and major subdivision. The Board agreed with the Clerk's interpretation that we still are not requiring a survey with a simple subdivision.

Several late dog license renewals that were due in 2010 have come in January at the old prices. Instead of returning them for the extra 50 cents, or returning the extra 50 cents, the Clerk is just processing them at the new rates and balancing out the dog license funds.

The Association of Towns has sent a sample resolution for the Town Board to consider adopting concerning a Property Tax Cap. After discussion, a motion was made by Edward Lentz, seconded by Robert Taylor and carried 4/0 that while the Town Board intends to keep taxes down as much as possible, there may be reasons out of our control that would make it hard to keep the increase under 2% without cutting public services and therefore the Town Board hereby passes Resolution #1 of 2011, calling upon the Governor and State Legislature to cut state mandates, fix the problems that are causing increases, etc. and at least have exemptions for certain costs that the Town can't control, etc.

Using the Association of Towns audit guidelines, Councilman Robert Eklund will review the Justice books for 2010, Councilman Edward Lentz will review the Supervisor's books for 2010 and Councilwoman Connie Chase will review the Town Clerk/Tax Collector's books for 2010.

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to put out a RFP for a town wide revaluation with proposals due in by March 1, 2011.

With no further business, a motion was made by Edward Lentz, seconded by Connie Chase and carried 4/0 to adjourn at 9:30 PM.

Charlene R. Wells, New Lisbon Town Clerk