

NEW LISBON TOWN BOARD---AUGUST 8, 2017

REGULAR MONTHLY MEETING---TOWN HALL, GARRATTSVILLE

Present: Supervisor Timothy Miller, Councilmen Joseph Gregory, Robert Eklund & John Pegg, Councilwoman Flo Loomis, Hwy. Supt. Bill Whitaker, Clerk Charlene Wells, Co. Rep. Meg Kennedy, Residents Tom Riso, Edward George, Barry & Sandra Braunius, Earl Smith, Jenn Meyers, Donald Smith, Sue Smith, Nancy Mathewson, Amy McKinnon, Lenny Melillo, Edward Lentz, Stacey Kazacos, Also: Laura Curtis, Assessor Candidates

Supervisor Timothy Miller opened the 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 Robert Eklund and carried 5 Ayes/0 Nays to accept the July 11, 2017 regular monthly meeting minutes as written.

The Board reviewed an application for a setback variance from Laura Curtis for placing a future home on her property. Because of a wetland area, she requested a setback variance to 50 feet. A motion was made by Councilman Joseph Gregory, seconded by Councilman John Pegg and carried 5 Ayes/0 Nays to grant a setback variance to 50 feet to Laura Curtis for the placement of a future home on her property at 1312 County Hwy. 14.

Five applicants for the Sole Assessor position were present to meet the Board. (Dan Maxwell, our Temporary Assessor and Sherri Falcone, Matthew Lippit, Katharine Davis, and Pamela Dyn). A motion was made by Councilman Robert Eklund, seconded by Councilman Joseph Gregory and carried 5 Ayes/0 Nays to have the Town Board adjourn to the conference room to executive session to interview the assessor candidates at 7:38 PM. A motion was made by Councilman Robert Eklund, seconded by Supervisor Timothy Miller and carried 5 Ayes/0 Nays to include the Town Clerk in the Executive Session. A motion was made by Supervisor Timothy Miller, seconded by Councilman Joseph Gregory and carried 5 Ayes/0 Nays to close the executive session and return to regular session at 8:55 PM.

Hwy. Supt. Bill Whitaker advised that he had attended a meeting on Winter Storm Stella. He had figured about \$26,000.00 in expenses. He found out that we can only claim overtime, not regular hours for a 48 hour period. We can also claim vehicle costs, the wrecker bill and possibly the insurance deductible and the cost to buy back the 2004 Volvo from the insurance company. The necessary repairs to Turnbull Bridge will be done by Town & County Bridge & Rail and paid for from CHIPS funds. They will be sealing Allen & Braun Roads. The roads have been honed and most of the dust control has been done. The Volvo grader was received back from Vantage Equipment with the new transmission. After 3 days of use, it started having issues. The technician came down and was trying to figure it out why the computers aren't working right. It was taken back to Vantage and Hwy. Supt. Bill Whitaker advised that he had not heard what they found out. He got a price of \$6201.00 from Wayne's Welding to have the new Freightliner stretched, minus \$1100.00 if we don't want a heavy duty hitch plate. Per our purchasing policy we must have another estimate, so the issue will be discussed further next month.

An RFP had been posted for an excavator and operator for placing two culverts on Lena Road, one on Evans Road, one on Edwards Road and one on Texas Road. One proposal for \$21,000.00 was received from Stevens Excavation of Otego, NY for placing the five culverts. The Town has the culvert pipes and the DEC permits. Hwy. Supt. Bill Whitaker was sure that the work could be done before school starts and must be done by September 30th, when the DEC permits expire. After further discussion, a motion was made by Councilman Joseph Gregory, seconded by Supervisor Timothy Miller and carried 5 Ayes/0 Nays to accept the proposal from Stevens Excavating of \$21,000.00 for the five culvert replacements in accordance with our specifications. These projects will be covered under our CHIPS program.

Discussion was held on getting the tarp systems placed on the two Volvo trucks as was previously approved. Hwy. Supt. Bill Whitaker questioned whether we should get one put on the 04 since the box is twisted. Councilman Gregory did not want to see one put on the 08 since it cost us money again this month. If we hold off, we risk a ticket for not having a covered load. Hwy. Supt. Whitaker will get a price for a manual system which would cost less.

Councilman Robert Eklund questioned on what the normal replacement time for batteries is. He wondered if a low battery was causing issues with the grader. Supervisor Timothy Miller noted that the bill for the grader transmission is higher than the \$12,904.30 estimate we had accepted and there is no detailed invoice. He will call Vantage and check on this. Councilman Joseph Gregory questioned if we had to get the 2004 Volvo reinspected now because it has a salvage title after being totaled by the insurance company. We will check with our insurance agent to see if we have to do anything else with the 2004 Volvo.

Edward Lentz noted that the Butternut Valley Alliance will be holding their Summer Harvest Festival on Thursday, August 17th in Morris from 3-6:30 PM in conjunction with the Farmer's Market. He introduced two residents who are running for Town Council seats, Nancy Martin-Mathewson and Amy McKinnon. He added that he thought that it was disrespectful to keep the public waiting while the Board interviewed Assessor candidates.

Co. Rep. Meg Kennedy noted that a CFA has been submitted for making tiny homes, that they may consider combining weights/measures with Chenango County as a shared service and the four town efficiency/consolidation study is proceeding. She noted that the County submitted ideas (not officially voted on) to Albany to meet the August 18th deadline for the shared service initiative. Supervisor Timothy Miller noted that he was unhappy with how the County has handled this project, as Towns were supposed to have input and they only had one meeting. He will email Kathy Clark, Chairwoman of the Board of Representatives about it. Rep. Kennedy noted that Jack Henson, Director of Veterans Affairs will be retiring. Sustainable Forestry Practices is discussing a coalition with Soil & Water. Councilman Joseph Gregory asked Rep. Kennedy if she would check on what it cost to put a solar powered blinking stop sign at the Hartwick end of County Hwy. 14.

Land Use Enforcement Officer Tom Riso noted that \$560,500.00 in additional assessments were added to the tax roll, with about \$18,000 being farm exemptions. He figured this would mean an additional \$2,967.00 in tax revenue, almost covering his salary.

Supervisor Timothy Miller has received a proposal from Otsego County 911 Communications Director Robert O'Brien to place an EMS communications tower on Town property behind the highway garage. A tower is needed in the valley to help EMS radios and pagers work better. The County proposes to lease a 40 foot by 40 foot space for the tower and an additional 40 foot by 10 foot for parking. Supervisor Miller thought the proposed tower would be 180 feet tall. With the dark area map that was provided it is hard to see the exact desired spot the County has proposed. Town Clerk Charlene Wells commented that as an adjacent land owner she would like to see a better map of the site location and have more information about the tower. The Town Board should also have Attorney Martin Tillapaugh review a lease agreement. Edward Lentz added that the community should have a chance to hear about the proposal and questioned who would do a SEQR review. After further discussion, it was decided to hold a public hearing on the County's proposal to place an EMS tower at the Highway Garage site for 7:30 PM on September 12, 2017.

Budget Officer Stacey Kazacos advised that he has started work gathering data for the 2018 budget. The Budget Committee, consisting of himself, Councilmen John Pegg & Joseph Gregory and Bookkeeper Doris Schlee will meet on Wednesday, August 30th at 9:30 AM in the Conference Room at the Town Hall to begin work on the 2018 Budget. The 2018 Tentative Budget will be presented to the Board at a special meeting in September.

Our new insurance carrier recently completed a risk assessment of our properties. They have asked that we get an inspection done of the playground, remove the benches from the playground area and stain the playset. For the Highway Dept., they want us to keep a daily activity log and complaint log which could help us with future liability issues. They also want traffic sign inspections done on a routine basis. They also want us to install an emergency shut off switch for our fuel supplies. We must respond to them in 120 days with the actions we are taking on these items.

Supervisor Timothy Miller would like to purchase a new vacuum for the town hall. A motion was made by Councilman Joseph Gregory, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to authorize the Supervisor to spend up to \$100.00 to purchase a new vacuum cleaner for the

town hall. Councilwoman Flo Loomis questioned the bill for the town hall rugs. The entry rugs obtained through the justice court grant are only being rented. Regular cleaning of them is also included. Edward George noted that the rat problem in town seems to have been solved.

Lenny Melillo submitted the Emergency Squad figures from last month's report. They had 20 calls for 100 man hours. Meetings, training and administrative duties added an additional 93 hours. Otsego County sent notice that the Northern Transfer Station in Cooperstown will be closed 8/21/17 to 9/30/17 for construction. Residential waste (\$3.00 bag) and recyclables will be accepted at the Exeter Highway Garage on St. Hwy. 28 on Monday, Wednesday & Friday from 7:00AM to Noon and Saturday from 8:00AM to 2:00PM. No commercial haulers or construction debris accepted in Exeter.

The Board reviewed the bills prior to the meeting. A motion was made by Supervisor Timothy Miller, seconded by Councilman Joseph Gregory and carried 5 Ayes/0 Nays to pay General Fund bills #139 through #147 for a total of \$1,507.86 and Highway Fund bills #127 through #135 and #137 through #139 for a total of \$85,207.79. Hwy. fund bill #136 to Vantage for \$13,138.53 was held until the amount could be verified and an invoice obtained. The Supervisor's monthly report was submitted to the Board.

Richard Dennis submitted a list of needed repairs and updates to our buildings. Lenny Melillo noted that the firemen are looking into a cost sharing program to update the lights at the upper firehouse to LED lights. He estimated the current florescent ones are 25 years old. Fargo Alarm Systems has put in some new sensors there. He added that the firemen may be able to some repairs themselves to save money. The AED has been ordered for the lower firehouse. Supervisor Timothy Miller noted that he had not worked on getting one for the town hall yet and noted that maybe we should also get one for the highway garage. The Capital Planning Committee met earlier and reviewed the repair list from Richard Dennis. Necessary work should be done and it was discussed having the highway employees do things that they are able to do. We will have to check with our insurance to make sure they are covered doing building work. They discussed how CHIPS funds were used. Supt. Bill Whitaker noted that this year from CHIPS, PAVE NY and winter recovery he was anticipating about \$219,000.00. He planned the funds for paving & sealing, culvert replacements and Turnbull Bridge repairs. Councilman Robert Eklund noted that the committee had discussed the idea of changing to an appointed rather than elected Hwy. Supt. The Fire Contract Committee did not meet in July since Attorney Martin Tillapaugh had been busy and had not worked on a revised contract. The next meeting will be scheduled after we receive a new draft from the Attorney.

The Highway Superintendent and Supervisor have been keeping logs of their times working for the past three months as was required by the NYS Retirement System. A motion was made by Councilman Joseph Gregory, seconded by Councilman John Pegg and carried 5 Ayes/0 Nays to establish the normal work day as 8 hours and based on the three month time sheets to set the number of days per month for the Supervisor at 1.75 and for the Highway Superintendent at 22.02. The resolution will be posted for 30 days and then forwarded to the Retirement System.

The only person who has come forward and expressed an interest in serving on the Board of Assessment Review is Professor/MD Thomas G. Schulze. He recently purchased land on Backus Road and currently resides in Munich, Germany. He understands that he would have to come for a training session and on Grievance Day in May. It was discussed that we should check to see if there are any residency requirements or civil service requirements for this position.

Supervisor Timothy Miller reported that we have received a request from the Federal Census Bureau to complete an address update (LUCA) as a step towards the completion of the next census. Supervisor Miller and Councilwoman Flo Loomis volunteered to work on it. A motion was made Supervisor Timothy Miller, seconded by Councilwoman Flo Loomis and carried 4 Ayes/1 Nay (Robert Eklund) to have the Town complete the address verification (LUCA) for the upcoming Census.

With no further business, a motion was made by Supervisor Timothy Miller, seconded by Councilman Robert Eklund and carried 5 Ayes/0 Nays to adjourn at 10:18 PM.

Charlene R. Wells, New Lisbon Town Clerk