

NEW LISBON TOWN BOARD---MARCH 12,2019---7:30 PM REGULAR MONTHLY MEETING---TOWN HALL, GARRATTSVILLE

Present: Supervisor Edward Lentz, Councilwoman Nancy Martin-Mathewson, Councilman Robert Eklund, Councilwoman Flo Loomis, Councilman John Pegg, Hwy. Supt. Donald Smith, Clerk Charlene Wells, County Rep. Meg Kennedy, Residents: Tom Riso, Barry Braunius, Earl Smith, Lenny Melillo

Supervisor Edward Lentz opened the regular monthly meeting at 7:32 PM. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to accept the minutes for the February 13, 2019 regular monthly meeting as written.

Hwy. Supt. Donald Smith reported that he got an estimate of \$10,000.00 to fix the 2001 International Truck plus an additional \$8,000.00 to fix the front axle. He recommended that we bring it home and sell it. He added that it hasn't been used since May 2018. After further discussion, a motion was made by Councilman Robert Eklund, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to not fix the 2001 International and surplus it and sell it on the auction site. It was further reported that the 09 Freightliner is having some electrical issues again and will need to go to Mohawk Valley after snow season. The 1997 International is still running. The Loader is having some issues and that is what Supt. Smith would like to replace next. He plans on getting the old Oshkosh truck running and would then like to sell that. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to surplus and sell the old Oshkosh truck on the auction site.

The estimates for the materials to finish the storage building came in over \$3,000.00 so we have to put out an RFP for the materials. The price from Munson's was \$4683.44 and Curtis Lumber was \$5506.50. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to put out an RFP for the building materials for the highway storage building project and to accept the price of \$4683.44 from Munson's unless we get a better price. Supt. Donald Smith also advised that he has two electrical projects he would like to do. He called around for quotes and only had Stan Leonard reply. First, he would like to add a sub panel and two outlets in the Morton building at a proposed cost of \$1950.00. Later, he would like to change the fuel pump lines to have shutoffs on the outside of the Morton building at a proposed cost of \$2050.00. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to accept the proposals from Stan Leonard of \$1950.00 for the sub panel & outlets and \$2050.00 for changing the fuel pump shutoffs.

They had problems with the septic at the hwy. garage. After digging around they found a collapsed pipe which they replaced. They never did locate the tank which must be further under the sand pile. It is working for now. Supervisor Edward Lentz noted that he had talked to Ryan Koster about cutting the trees down at the end of Edwards Road to improve the grade for the plow truck. He had no problem with us cutting down the trees and did not want to take back the road. A letter will be sent to the other adjacent landowners Joseph & Julie Koster. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to pay the \$50.00 registration fee and expenses for the Hwy.Supt. to attend a drainage seminar in Cobleskill on May 14, 2019. The highway employees have been making a list of all the chemicals they have at the hwy. garage. A Material Safety Data Sheet must be on file for each one. They have some outdated ones. Bob Satriano estimated it would take about 40 hours to find and print out all of the sheets they need. After further discussion, a motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Robert Eklund and carried 5 Ayes/0 Nays to hire someone to find & print out the Material Safety Data Sheets that we need at an estimated cost of \$600.00 (\$15.00 per hour for 40 hours) plus the cost of materials.

January & February 2019 highway equipment repair costs totaled \$12,178.00 compared to \$37,652.00 in 2018. Councilman Robert Eklund asked if the new welder has been used yet. Hwy. Supt. Donald Smith advised they have used it for several jobs already. They have also been cleaning up the shop, getting rid of lots of garbage. Lenny Melillo added that he sees a big improvement with the shop looking cleaner and thanked the guys for all working together.

County Rep. Meg Kennedy brought flyers for a Living Healthier Expo to be held April 5th & 6th from 10AM to 3PM at Foothills in Oneonta. Southern Tier 8 is holding a meeting on March 25th at 1:00 PM at the Meadows classroom on ARC projects for funding. Meg noted that she attended Lobby Day and met with Assemblymen and Senator Seward's staff. There were 53 applicants for the Community Events

Grant. They will be decided on March 22, 2019. She discussed the Direct Marketing Corp and their work on tourism. We're getting a good payback for the amount spent. The whole County is being showcased more and tourism is up in the off seasons. Sales tax collected averages about \$1089.00 per household. Most of the funds in the Micro Enterprise account are being used up so it doesn't have to be sent back. Of six businesses, two are from New Lisbon. Supervisor Edward Lentz noted that he had sent a letter to the County committee and other Supervisors about making a cell tower lease include all towers. Reasons for needing better cell service also include for emergency response and economic development. Supervisor Lentz also noted that he sent a letter on the idea of having the County have a professional ALS provider to work with our basic squads. Lenny Melillo added that Garrattsville EMS has some new personnel in classes. The basic EMT class is a minimum of 181 hours.

Land Use Enforcement Officer Tom Riso noted that he has been reviewing what is on the property inventory cards compared to what is actually out there. We received notice that DCO Elizabeth Fish has passed her state inspection. The County is holding a Shared Service meeting on March 21, 2019.

A motion was made by Councilwoman Flo Loomis, seconded by Councilman Robert Eklund and carried 5 Ayes/0 Nays to advertise for bids for sand and gravel items to be opened at the April 9, 2019 meeting.

The Otsego County Soil & Water Conservation District has some grant funds for conservation projects of up to \$1000.00 each. Supervisor Edward Lentz suggested we apply for a grant to do trail improvements in the Texas Schoolhouse State Forest and Stacey Kazacos has agreed to work on the grant application. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to apply for \$1000.00 from SWCD to do a project with our trail in the Texas Schoolhouse State Forest.

The Board reviewed the Climate Smart Communities pledge that was adopted last month. A motion was made by Supervisor Edward Lentz, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to approve Julia Nadeau as administrator of CSC. John Braunius, Alyx Martin & Brian Nadeau have agreed to also work on the committee, with more volunteers welcome. Once the pledge is uploaded to the state website it opens a portal for tracking items. You get points for items such as 30 points for setting up a coordinator & committee. It takes 120 points to get to the Bronze level. We may already have some things in place that will qualify for points. Community Education is one item that gets points. We could make up a brochure and hand it out at the Firemen's Barbeque. Julia will occasionally come to update the Board on the progress and Councilwoman Nancy Martin-Mathewson will service as the liaison between the Town Board and the CSC Committee.

Our first application for funding from the Community Block Grant was rejected. County Planner Erik Scrivener and Supervisor Edward Lentz talked with the Office of Community Renewal to find out what the shortfalls were with our application. There is another round of funding with an April 26th deadline. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Robert Eklund and carried 5 Ayes/ 0 Nays to approve submitting another application for the Community Block Grant funds and to hold a public hearing on the project on April 9, 2019 at 7:00 PM. An informational meeting will be held on Saturday, March 30, 2019 at 3:00 PM at the Town Hall. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to authorize Supervisor Lentz to spend up to \$500.00 for advertising the grant meetings.

Discussion was held on the proposed changes to the Employee Handbook including Vacation Leave, Medical Insurance and the addition of NYS Paid Family Leave. Supervisor Edward Lentz proposed to clarify B. Vacation Leave 2. Carry-over to read that vacation leave may only be carried over to the next calendar year with the approval of the Dept. Head & Town Board and may not be carried over beyond that next calendar year. Hwy. Supt. Donald Smith wanted any carry-over time limited to 40 hours. There was discussion on when employees are credited with their vacation, at the start of the calendar year or on their hire anniversary date. After further discussion, a motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 4 Ayes/ 1 Nay (Supervisor Lentz) to table any decision on amending vacation leave until more review can be done and input can be obtained from the highway employees. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy-Martin Mathewson and carried 4 Ayes/ 0 Nays/ 1 Abstention (Councilman Eklund) to change section F. Medical Insurance to state that each year the Town Board determines the percentage or dollar amount that employees must contribute to their medical insurance and to delete the last sentence of the section. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson

and carried 5 Ayes/ 0 Nays to add Section G. NYS Paid Family Leave Benefits Law as drafted by Supervisor Edward Lentz. Only our four full time highway employees are covered by this benefit at this time.

Councilman Robert Eklund attended the last County meeting on the Hazard Mitigation Plan Update. He noted that they stressed to keep good documentation including photos of any events where we might be able to get funding. An event can be localized, not always widespread. We can apply for mitigation funds where we identify possible hazards and plans to rectify the problems. It was recommended to have 2 to 3 ideas per mitigation plan. Places of moderate risk were changed to high risk due to the recent changes in weather patterns. We will have to check and see if there is anything else we need to address at this time.

The new cameras/video system purchased through the justice court grant have been installed. The old camera system was still working and it was decided to ask George Hesse what it would cost to install the old equipment at the highway garages. If there are any parts left after that, the Fire Department will be asked if they want them.

The bills were available for audit prior to the meeting. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to approve paying General Fund bills #45 through #65 for a total of \$140,516.36 and Highway Fund bills #34 through #48 for a total of \$13,088.71. General Fund bills #41 through #44 and Highway Fund bill #49 for a total of \$5,187.39 were paid with prior Board approval. The Supervisor's monthly report was submitted to the Board.

The audit of the Supervisor's office was completed by Councilwoman Nancy Martin-Mathewson and submitted for the board to review. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Robert Eklund and carried 5 Ayes/ 0 Nays to accept the audit of the Supervisor's office.

Tom Riso commented on what items in the hazard mitigation plan would be considered as probable or maybes. A list of areas that might need mitigation plans should be drafted.

Hwy. Employee Earl Smith questioned what is considered a day. At the Organizational meeting the Board established a normal workday as eight hours.

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 9:50 PM.

Charlene R. Wells, New Lisbon Town Clerk