

**NEW LISBON TOWN BOARD---APRIL 9TH, 2019—7:00 PM---TOWN HALL
PUBLIC HEARING ON COMMUNITY DEVELOPMENT BLOCK GRANT**

Present: Supervisor Edward Lentz, Councilman Robert Eklund, Councilman John Pegg, Councilwoman Nancy Martin-Mathewson, Councilwoman Flo Loomis, Hwy. Supt. Donald Smith, Clerk Charlene Wells, Co. Rep. Meg Kennedy, Tim Peters, Executive Director of Otsego Rural Housing Administration, Residents: Stacey & Jeanine Kazacos, Tom Riso, Marie Holt, Brian Holt & son, Mert Hull, Keith Woodbeck, Gabby Eklund, Barry Braunius, Edward George

Supervisor Edward Lentz opened the public hearing on the Town applying for funds from the Community Development Block Grant (CDBG) program. Some of the goals of the Federal Program are to increase affordable housing, encourage investment in communities and enhance the quality of life. The grant is administered through the NYS Office of Community Renewal. 75% of the \$198,000.00 has to be used for low to moderate income residents. Low income is considered 80% of the median income which would be \$41,200 for 2 people and \$51,450 for 4 people in the home. Resources used for the grant include the Assessor's V4 database which gives the condition of homes. They will also be completing a windshield survey where they drive around and do a visual survey of random house selections. Of the \$198,000.00 being applied for \$162,360.00 would go for the rehab projects, \$5,940.00 for engineering, \$19,800.00 for program delivery and \$9,900.00 for administration. Tim Peters noted that ORHA does this kind of grant work full time (for 35 years) and will help us to administer the grant if we receive the funds. They will also help us to prioritize the projects once we determine that they are eligible for the program. They might also be able to help some of our applicants in other programs they have available. The Town pays the contractors and gets the money back from the program. Homes must be owner occupied and free of mortgages. The owner must live in the home for five years or would have to pay back the funds if they sell the property. Ed George questioned the choice of contractors. ORHA has a list of pre-certified contractors who they routinely use. They must have liability insurance and worker's compensation coverage. Projects will be bid out to get the best deals. The application deadline is April 26th. Fall 2019 is the anticipated time we would get notice of the approval. Then we would have to do the formal applications to do the income verification and site visits would be conducted before picking the projects to be funded. We would have two years from the approval to complete all projects. There was an overall positive response to the Town applying for the funds. Councilman Robert Eklund questioned about paying prevailing wages. Tim Peters responded that we wouldn't have to due to the size of the individual projects. Councilman Eklund added that he was concerned about the Town Board picking the projects and getting backlash from those who weren't picked. ORHA will help us with setting up the priorities for the selection process. Tom Riso questioned what happens if the income goes up during the process. Tim Peters noted that he has never seen that happen. With no further comments the public hearing was closed at 7:48 PM.

NEW LISBON TOWN BOARD---APRIL 9, 2019---REGULAR MONTHLY MEETING

Present: same as above

Supervisor Edward Lentz opened the regular monthly meeting at 7:49 PM. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Robert Eklund and carried 5 Ayes/0 Nays to accept the minutes for the March 12, 2019 monthly meeting as written.

We received a price list from Parker Excavating & Gravel Co. and bids from Burrell's Excavating. Parker's 2019 Pricelist is \$4.00 yd. for bank run gravel, \$7.00 yd. for Screened Gravel (Item 4), \$7.00 yd. for #2 stone, \$7.00 yd. for cobbles, \$6.75 yd. for sand, \$11.00 yd. crusher run (1-inch minus) and \$10.00 yd. for septic sand. Burrell's Excavating submitted prices for materials out of their pit at 179 St. Hwy. 80 in Pittsfield for both being picked up at site and delivered. Burrell's prices are \$5.00 yd. for sand (\$10.00 yd. delivered), \$10.50 yd. for crusher run (crushed cobbles) (\$15.50 yd. delivered), \$4.75 yd. for Item 4 (\$9.75 yd. delivered), \$3.50 yd. for Bank run (\$8.50 yd. delivered), \$5.00 yd. for Cobbles (\$10.00 yd. delivered), and \$11.50 yd. for #2 crushed stone (\$16.50 yd. delivered). They also submitted prices for Round stone #1 & #2 of \$5.00 yd (\$10.00 yd. delivered), Crushed stone #3 of \$11.50 yd. (\$16.50 yd. delivered) and crusher run gravel of \$6.25 yd (\$11.25 yd. delivered). No bid was received from Seward Sand & Gravel. Hwy. Supt. Donald Smith noted that he planned on doing the local trucking but would have the paving stone hauled in. He asked that the Board do as they have done in the past by accepting all bids/prices so that he can utilize all products/locations. A motion was made by Councilman Robert

Eklund, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to accept the prices/bids from Parker Excavating & Burrell's Excavating and to authorize the Hwy. Supt. to utilize the materials/locations that will be the cheapest in relation to his job locations. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to authorize the Hwy. Supt. to purchase materials from other vendors under County/State contracts as needed in the best interest of the Town.

Hwy. Supt. Donald Smith advised that they have had some computer issues with the new truck which they hope to have resolved soon. He has been getting stuff ready for the auction including the 2001 truck, 1994 truck, hydraulic brooms, triumph mower, parts, old welder and old diesel generator. The materials for the Morton building project will be coming from Munson's. Supt. Donald Smith noted that he got an estimate of \$705.94 to have the old court cameras installed at the hwy. garage. He will have 4 cameras installed outside and 2 installed inside. A motion was made by Supervisor Edward Lentz, seconded by Councilman Robert Eklund and carried 5 Ayes/0 Nays to accept the estimate of \$705.94 from Satellite Central to install six cameras at the hwy. garage. The remaining cameras will be offered to the Fire Dept.

They have sent two containers of scrap metal as they continue to clean up the hwy. garage property. They could get back a few thousand dollars. Supt. Smith advised that he has a lot of old tires that he wants to get rid of that have accumulated over the years. At a cost of \$2.00 for small ones and \$8.00-\$10.00 for large ones it would be several hundred dollars to get rid of all of the tires. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to authorize the Hwy. Supt. to spend up to \$500.00 to dispose of the old tires at the hwy. garage.

Supt. Donald Smith advised that they will be switching to four ten-hour days this week. They will be starting their road honing. It was okay with the Town Board to utilize the Town Hall, subject to availability, for required hwy. dept. training. He plans on purchasing a new chainsaw. Councilwoman Flo Loomis commented that our crew is doing a good job with roadside trimming. She noted that an adjoining town was doing a bad job with their trimming. Thanks were given to the crew for the winter service. It was noted that last year there was 460 hours of overtime in the first quarter compared with 403 hours this year. The four trucks put on 300 miles less this year than last year at this point. Supt. Smith got estimates from two paving companies for Pegg Road. Suit-Kote estimated \$66,000.00 and Gorman estimated \$75,000.00. The County utilizes both companies. There are variables such as amount of stone, length of time to complete, etc. After further discussion, a motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to authorize Hwy. Supt. Donald Smith to review the two estimates for paving Pegg Road and to select the one that fits best into our schedule and is the best value for the Town.

Co. Rep. Meg Kennedy mentioned that Earth Day is being held again on Saturday at Milford Central School. The County is working on getting a Styrofoam densifier from a grant. She noted that the Butternut Valley Alliance & Copes Corners Park got funds from the Community Grant. Barb Heagan told the IGA committee how they spent their \$7000.00 budget. They provide business classes for startups which were always filled. They are starting a new Healthy Otsego program to improve the county's health ranking. The next shared services meeting will be June 13th, 2019. Herkimer and Schoharie Counties may be interested in pooling with Otsego County for Healthcare. The County's sand and gravel bids are in which we can utilize.

Mert Hull gave the quarterly report for the Garrattsville Fire Company. For the first quarter of 2019 they had 120 man hours on calls and 147 hours in training for a total of 267 hours. There are 3 new squad members in training class and 2 doing recertification time. They have about 20 active firemen. Because they now must pass County physicals, they have about 8 Class A interior firemen, a lot of Class B firemen and a few Class C. They also have people who volunteer with fundraisers. Supervisor Edward Lentz noted that his proposal for the County to provide an ALS fly car to assist local squads only had a lukewarm reception at the County level. It was suggested that billing for calls may become a necessity. Supervisor Lentz is still looking to find a local solution to the volunteer shortage. Keith Woodbeck added that the lack of manpower in both fire & ems is a County wide problem due to the age of volunteers, employers not giving time off, training requirements, etc.

Land Use Enforcement Officer Tom Riso noted that the Town Hall passed its' annual fire inspection on April 5th done by Tony Gentile. He suggested that we should get an annual letter from our alarm company stating the system is working and was pleased with all we have done to meet all codes.

The County is sponsoring a training workshop on Comprehensive Planning and Community Design Tools on April 22th, 2019 at the Meadows from 5:00-8:15 PM. We received notice of our Tentative Special Franchise Values from NYS Dept. of Taxation & Finance Office of Real Property Tax Service.

Supervisor Edward Lentz attended the first meeting of the County on the Shared Service issue. He suggested that EMS Services be considered. The next meeting is June 13th, 2019.

A motion was made by Councilman Robert Eklund, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to transfer \$1107.37 from Contingent Account #A1990.4 to A1410.2 Town Clerk Equipment to cover the cost of the Clerk's new computer. Steve Lawton has got us all set up with hard drive backups. To get offsite backup he could set us up with a cloud service for \$75.00 a year for all computers. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to authorize Steve Lawton to get us set up with a Cloud Backup Service at an estimated annual cost of \$75.00.

The bills were available for audit prior to the meeting. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Robert Eklund and carried 5 Ayes/0 Nays to pay General Fund Bills #68 through #82 for a total of \$5,690.70 and Highway Fund bills #50 through #62 for a total of \$5,723.46. General Fund Bills #66 and #67 and Highway Fund bill #63 for a total of \$4,723.38 were paid with prior Board approval.

Julia Nadeau sent a report on the Climate Smart Communities Committee. The original resolution to participate was uploaded and approved and they received a welcome from the NYSDEC. They had their first meeting and discussed what was involved to get to a Bronze level of 120 points. Actions are only uploaded once they are all complete and the State only reviews them three times a year. Ideas of items that can be done are with updating our website/Facebook sites, fleet management, bike trail, and events to get the presence of the committee out in the public. They will meet every two months. More volunteers are welcome to join the committee. The Board thanked them for their work on getting this started.

There was talk of possibly getting an off-road bike trail in the Texas Schoolhouse State Forest. Cyclist Peter Martin advised that off road events are becoming popular. We would have to see if the DEC would support this use of the state forest. There is currently a grant available for outdoor exercise which this project might qualify for. Stacey Kazacos noted that this would coincide with our plans to expand on the trails after the logging is done. A motion was made by Supervisor Edward Lentz, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to apply for a grant to make an off-road cycling trail in the Texas Schoolhouse State Forest if the NYSDEC will support the idea. Stacey Kazacos noted that he is working on the application for grant funds to put up signs on the original Texas Schoolhouse walking trail.

Supervisor Edward Lentz noted that one item that might get us points for the Climate Smart Communities program is to change our streetlights to LEDs. There are two programs available to do this Through the NYPA program we would have to buy the lights from NYSEG and then buy new LED ones. We would bear the total cost of purchase and maintenance this way. Under the NYSEG program we would pay them to switch to the LED lights. It would cost about \$721.63 to make the change but could save us \$1000.00 a year in lighting cost. Supervisor Lentz noted that he is setting up a teleconference with Julia Nadeau to verify that this will meet the needs of the CSC program. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to go with the NYSEG program to switch the streetlights to LEDs as long as it is in the best interest of the Town to do so.

A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to pass Resolution #2 of 2019 to apply for funding through the Community Development Block Grant program for funds to rehab housing in New Lisbon.

A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to hire Raymond Gorton as our Seasonal Mower of town properties and cemeteries at \$11.10 per hour.

Supervisor Edward Lentz noted that the first aid kit at the Town Hall is totally outdated. Hwy. Supt. Donald Smith advised that he has a company that comes in & keeps items such as the eye wash/first aid kits up-to-date. He will get prices for a first aid kit and Supervisor Lentz will check with EMS and decide on this next month.

Highway Supt. Donald Smith has completed his three months of keeping track of his time to come up with an average number of hours per month for retirement purposes. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Robert Eklund and carried 5 Ayes/0 Nays to establish a standard work day as 8 hours and based on their record of activities, Hwy. Supt. Donald Smith will receive retirement credit for 25.55 days per month and Court Clerk Katharine Davis will receive credit for 2.13. The Standard Work Day and Reporting Resolution will be posted for 30 days and then the information will be submitted to the NYS Retirement System.

The Board reviewed the proposed changes to the vacation leave policy in the employee handbook. Vacation leave will be figured based on the employee's service year. They will be allowed to carryover 40 hours of vacation leave from one service year to the next without requiring Board approval. Personal Days were also amended to read service year instead of year. A motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to approve the changes to the employee handbook on vacation leave and personal days as drafted.

With no further business, a motion was made by Councilman Robert Eklund, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to adjourn at 9:42 PM.

Charlene R. Wells, New Lisbon Town Clerk