

NEW LISBON TOWN BOARD—APRIL 14, 2020---7:30 PM REGULAR MONTHLY MEETING---BY WEB CONFERENCE

Due to the COVID-19 Pandemic, the regular monthly meeting of the Town Board was held by Zoom Web Conference/Teleconference. Those joining by Video were Supervisor Edward Lentz, Councilwoman Nancy Martin-Mathewson, Councilman Brian Ryther, Clerk Charlene Wells, Hwy. Supt. Donald Smith and Land Use Enforcement Officer Tom Riso. Those joining by Telephone were Councilwoman Flo Loomis, Councilman Bill Whitaker, County Rep. Meg Kennedy, Planning Board Clerk Susan Smith, Resident Edward George and Linda Grove, councilwoman from the Town of Butternuts.

After getting everyone connected, Supervisor Edward Lentz opened the regular monthly meeting at 7:42 PM. A motion was made by Councilman Brian Ryther, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to accept the minutes for the March 10, 2020 regular monthly meeting as written.

Hwy. Supt. Donald Smith reported that they haven't been doing much with the trucks so they were all okay. With the declared State of Emergency, they are limited on what they can get do. The crew has been split so that two are working at a time to minimize any possible exposure. The Mahindra tractor had to go to a dealer for a computer issue. The broom broke, was fixed and broke again and he is waiting on parts to fix again. So far, they are happy with the new John Deere loader. He would like to put out for bids for a trailer to transport equipment around Town. He feels he can get a better price by bidding than going with State contract prices. The Board would have to approve the purchase once the bids are received. A motion was made by Supervisor Edward Lentz, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to authorize the Hwy. Supt. to advertise for bids for a trailer, per his specifications, to be opened at the May 12th, 2020 meeting. He met with the NYSDEC at the Gross Road culvert project site. The Army Corps did not attend. The present culvert is a 60-70 inch culvert that is squished. Supt. Donald Smith has proposed to place a 54 inch culvert inside of the existing culvert. Soil & Water had previously said a 36 inch culvert would be acceptable. The 54 inch culvert will be acceptable by the DEC & Army Corp if District Manager Jordan Clements from Soil & Water gives us a letter stating that this will meet the 50 year flood standard.

We have received an email request again from John Gray to see about getting a speed limit posted on Card Road due to many people speeding and the safety issue that he feels it poses. It was discussed by the Hwy. Committee and decided that the Hwy. Supt. will ask the County Hwy. Dept. to ask the State DOT to do a traffic study and determine if that section of Card Road would be eligible for a reduced speed limit. The lights have been installed in the Hwy. storage building. The County has received back their bids for road salt and we can save money if we go with the County bid of \$59.95 per ton from American Rock Salt instead of purchasing off of the State bid as we have been doing. A motion was made by Supervisor Edward Lentz, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to purchase our road salt this year by utilizing the Otsego County bid. Surplus items placed on Auctions International have received the following bids: Komatsu loader \$26,100.00, 1997 International truck \$2,050.00, old chainsaws \$130.00, old filters \$0.00 and the old conference table \$57.50. A motion was made by Supervisor Edward Lentz, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to reject the bid of \$57.50 for the table as too low and offer to other towns or non-profits. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to accept all other bids for the surplus equipment being sold through Auctions International. Drafting a fleet management plan and inventory can get us points in the Climate Smart Communities program.

Edward George asked the Hwy. Supt. to look at High Street. He advised that water is running down it and across St. Hwy 51 and thinks that it needs ditching to fix this. Co. Rep. Meg Kennedy noted that the County is busy dealing with the COVID-19 pandemic. They are dealing with the workplace reduction, who is considered essential and budget implications because of the loss of sales tax, occupancy tax and reimbursements from the State. She is also getting information from the Association of Counties on related issues. They are looking at reducing cost where they can. They are setting up economic and medical taskforces to deal with the current issues. Our concerns are that even though the 2020 State budget included funds for CHIPS, Pave NY & winter recovery, it also included that funds could be re-appropriated by the State due to the pandemic costs. Meg noted that the County shares our concerns and questions on how we should proceed. Land Use Enforcement Officer Tom Riso noted that he has been staying at home and had no activity to report on. He has been working on the size of the generator/air conditioner that would be needed for the Town Hall. With no showers, the Town Hall really

would not work for long term sheltering. We haven't heard any more from Dave Johnson about the project estimates.

The Board reviewed the COVID-19 Pandemic Memo that Supervisor Lentz drafted. After discussion, a motion was made by Councilman Bill Whitaker, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to post the COVID-19 Memo which closes the Town Hall through May 2020, keeps the highway crew working at two on/two off (unless an emergency), keeps offices closed to the public with officials working by phone, mail & email as much as possible, the Justice Court remains closed by the Office of Court Administration, for the Assessor's posted hours in May, phones calls will be used as much as possible, with appointments being available, the Board of Review will meet by using social distancing or by web conference if permitted by law, and for the CDBG, contractors should only be outside of homes for estimating projects with all else mostly on hold. All Town employees must wear masks when dealing with the public and the Town Board will plan on holding its May 12th, 2020 regular meeting by web conference.

Lenny Melillo had submitted the first quarter report for the Garrattsville Fire Dept & EMS. The Fire Dept had 6 calls for 136-man hours and 228-man hours for non-emergencies/training. The Emergency Squad had 17 calls with 5 with no patient care. They have 2 students in a basic EMT class. They put in 85-man hours on calls and 62-man hours in meetings, training and equipment maintenance.

Attorney Brad Pinsky is working on ours & Butternuts certificates of need so we can contract with the Village of New Berlin for backup EMS services. The total cost is \$1800.00, with our share being \$900.00. Hopefully we can put in under the State's shared service plan to get some of the funds reimbursed. The Board had the March 2020 financial reports to review. We are doing well so far, with what comes ahead being uncertain. Sales tax revenue is anticipated to drop and the CHIPS, Pave-NY and Winter Recovery money were approved in the State budget, but may be withdrawn at any time if needed by the state for COVID-19 expenses. Supervisor Edward Lentz advised that he feels we will be okay since we still have unappropriated fund balance. Hwy. Supt. Donald Smith noted that they are not proceeding with any big projects during the State of Emergency. Once everything settles down, they may not have time for any paving projects this year. They may have to just patch things up for this year. Having a trailer would be useful in moving the roller around town. Cautious and prudent spending was encouraged.

A motion was made by Councilman Bill Whitaker, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to transfer \$125.66 from Contingent Account #A1990.4 to Planning Board Contractual Account #A8020.4 to cover Robert Taylor's conference bill. The Board had received the April abstracts to use to review the bills. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to approve paying General Fund bills #66 through #83 for a total of \$8,704.29 and Highway Fund bills #32 through #44 for a total of \$211,198.20. General Fund bills #60 through #65 and Highway Fund bill #45 for a total of \$8,027.38 were paid by the Supervisor with prior Board approval.

We received three bids for sand/gravel products. One came by email from Green Dream from their Erie, PA office. They did not state the location of the product pickup, but Supt. Smith thought it was from Burrell's location in Pittsfield. They bid pickup prices only of \$8.40 yd for Sand, \$4.73 yd. for Bank Run, \$7.35 yd. for cobbles, \$8.93 yd. for #2 Round Stone and \$12.60 yd. for #2 Crushed Stone. Seward Sand & Gravel submitted the following bids for materials from the Hoffman Pit on Rt. 80, Pittsfield: Bank Run Gravel-\$4.25 yd. FOB & \$8.75 yd. Delivered, Item 4-\$5.25 yd. FOB & \$9.75 yd. Delivered, Sand-\$5.75 yd. FOB & \$10.25 yd. Delivered, Cobbles-\$5.25 yd. FOB & \$9.75 yd. Delivered, Crusher Run-\$6.75 yd. FOB & \$11.25 yd. Delivered, #2 Round Stone-\$5.75 yd. FOB & \$10.25 yd. Delivered and #2 Crushed Stone-\$8.75 yd. FOB & \$13.25 yd. Delivered. Burrell's Excavating submitted the following bids for materials from the KMC III Gravel Pit located at 179 St. Hwy. 80, Pittsfield: Sand-\$5.50 yd. FOB & \$15.00 yd. Delivered, Crusher Run-\$11.00 yd. FOB & \$18.50 yd. Delivered, Item #4-\$5.00 yd. FOB & \$12.50 yd. Delivered, Bank Run-\$4.50 yd. FOB & \$12.00 yd. Delivered, Cobbles-\$7.00 yd. FOB & \$14.50 yd. Delivered, #2 Crushed Stone-\$14.00 yd. FOB & \$21.50 yd; Delivered and #2 Round Stone-\$5.00 yd. FOB & \$12.50 yd. Delivered. Hwy. Supt. Donald Smith noted that he can also utilize County bids, which includes Parker's site in town. After further discussion, a motion was made by Councilman Bill Whitaker, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to accept all bids and authorize the Hwy. Supt. to use the best option based on the price, availability of the product, and the location and the needs of each job.

The Planning Board has reviewed Subdivision Application #1-2020 for Robert Lebzelter and recommended approval for the 16-acre simple subdivision. The Town Board completed the EAF and a motion was made by Councilwoman Flo Loomis, seconded by Councilman Bill Whitaker and carried 5

Ayes/ 0 Nays to issue a negative declaration in regards to Subdivision Application #1-2020. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to approve Subdivision Application #1-2020 for a 16-acre simple subdivision for Robert Lebzelter on tax map #174.00-1-2.00, subject to County Planning Department review.

A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to hire Raymond Gorton to mow cemeteries and town properties at \$11.80 per hour.

Councilwoman Nancy Martin-Mathewson noted that she had just received an email that Bill from Upstate Spray Foam wanted to cancel the meeting on the hwy. garage roof for tomorrow until next week. They will try for Wednesday the 22nd.

Edward George commented on splitting up the men so they each work half of each week instead of every other week so they get paid some each week. Supervisor Edward Lentz advised that they are all getting paid fully as they are on call within an hour's notice every day. With no further business, a motion was made by Councilwoman Flo Loomis, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to adjourn the meeting at 9:30 PM.

Charlene R. Wells, New Lisbon Town Clerk