

NEW LISBON TOWN BOARD---AUGUST 11, 2020---7:30PM REGULAR MONTHLY MEETING---TOWN HALL, GARRATTSVILLE

Present: Supervisor Edward Lentz, Councilman Brian Ryther, Councilwoman Nancy Martin-Mathewson, Councilman Bill Whitaker, Councilwoman Flo Loomis, Hwy. Supt. Donald Smith, Town Clerk Charlene Wells, Planning Board Clerk Susan Smith, Land Use Enforcement Officer Tom Riso, County Rep. Meg Kennedy

The regular monthly meeting was opened at 7:30 PM. Social distancing and face masks were required. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to accept the minutes for the July 14th, 2020 regular meeting as drafted.

Hwy. Supt. Donald Smith reported that the 2008 Volvo is at the County Hwy. Dept. for repairs of the drive shaft and brakes. They have not yet been able to hook up with the truck's computer, so it may have to go to Burr's for further repairs. Paperwork is getting ready to apply for reimbursement in the CHIPS program. They will be putting in for labor, equipment and materials for the Gross Road culvert project. Supt. Smith advised that he is waiting on the DEC permit for the Goddards Road culvert replacement with hopes that it will be here in a week or so. The project would have to be completed by about 9/30/2020. He will not order the culvert, estimated at about \$16,000.00 until he receives the permit to make sure that the DEC doesn't change requirements. He asked the Board to approve the expenses for the project, up to \$50,000.00, so that he can order the pipe as soon as he gets the permit. A motion was made by Councilman Bill Whitaker, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to authorize the Hwy. Supt. to proceed with the Gross Road culvert replacement project for up to \$50,000.00, to be funded by the CHIPS program. Chip sealing projects are scheduled for tomorrow including Walters Rd, Bundy Rd, Elliott Rd, Coles Bridge Rd and High Street at an estimated cost of \$29,000.00 plus the stone cost.

After spending more time fixing mowers than using them, Hwy. Supt. Donald Smith asked the Board for approval to purchase a new mower that can be used with the Mahindra tractor. He got a price for a Delmorino 62-inch wide mower from Clinton Tractor for \$4895.00. One offered by Maple Grove Repair was not fully an offset mower and one from Monroe Tractor is available for \$9,786.00. All are flail mowers. He would keep the old boom mower. The mower could be purchased under the CHIPS program as we would plan on keeping it for 10 years. Supervisor Edward Lentz thought we may have to put out an RFP for the mower. After further discussion, a motion was made by Councilman Bill Whitaker, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 Nays to approve the purchase of a mower, not to exceed \$4,895.00, after putting out an RFP if required. Another item Hwy. Supt. Donald Smith would like to purchase is a tamper. They would use when placing culverts which would help from having culverts cave in. He would like to purchase a small one from McQuade & Bannigan on OGS state contract for \$2,814.80 which two men can pickup and move. A walk behind type, costing about \$4000.00 is available but Hwy. Supt. Smith explained why he would prefer the smaller type. Councilman Brian Ryther added that he thought it would help to keep culverts from settling. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to authorize the purchase of a tamper from McQuade & Bannigan for \$2,814.80 under state contract.

Upstate Spray Foam did come out and redid the Hwy. garage roof in the area that was leaking. After it rained, it was noticed that the roof still leaks in spots. The area that has been leaking for awhile has significant wetness in the attic area and will have to be checked out. The meter has been put on the gas pump so they can track gas usage. Hwy. Supt. Donald Smith would like to see if we can adopt a local law about loggers. Because it creates a hazard when loggers set up on the side of a road and pull logs out into the ditch, he would like to see a law to make the landowner have to make a landing area on their own property. We have received a request from the NYSDOT to sign a shared service agreement with them. Hwy. Supt. Donald Smith noted that with COVID-19 there could become a need for assistance, such as with plowing. It would be a sharing of equipment and manpower and no money would be exchanged. A motion was made by Councilman Bill Whitaker, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to authorize the Hwy. Supt. to sign a shared service agreement with the NYSDOT for a two-year period. Councilwoman Nancy Martin-Mathewson reported our highway repair costs are about \$15,000.00 below last year and thus our cost per mile for equipment is less.

Susan Smith questioned if the streetlight at the end of the driveway was working as it seemed dark when she came in. It should be working as new LED bulbs were just put in. County Rep. Meg Kennedy advised that things have been busy at the County with updates every day, changing numbers, new issues and changing policies and procedures while dealing with the COVID-19 related loss of revenue. It will be hard to come up with the 2021 Budget with a lot of big unknowns. The last sales tax figures were down 12% and they are still waiting for reimbursements from NY State who is waiting on help from the Federal government. Karen Sullivan has retired from the County Planning Dept. and Erik Scrivener is serving as "acting" director. The County is reviewing non-mandated items and positions and they still haven't brought back laid off personnel. There will be no shared service plan for 2020 and they are unsure about it for the future. The Energy Taskforce is slowly working on their draft plan with help from a consultant, but with cutbacks in funding.

Land Use Enforcement Officer Tom Riso noted that there are 10 locations with construction projects almost ready for the assessor to go look at to add to the tax roll. Work was reportedly being done at 113 Wheat Road to put in a trailer where a house had burned without a permit. The Code Office investigated and found at that time they had done nothing needing a permit.

The Climate Smart Community Committee is planning on holding a meeting at 6:30 PM on August 27th 2020, at the Town Hall. They are working on compiling items for our points list. All volunteers are welcome. Supervisor Edward Lentz noted that he has received information that there are pigs running loose in the area of County Hwy. 14 and Wheat Road. He will try to get hold of David Sanchez to see if they are his pigs or if he knows who they might belong to. The Susquehanna SPCA may be able to help by giving us names of local farmers who would take the pigs if no one claims them. Supervisor Edward Lentz noted that he would like to see a "Welcome to New Lisbon" packet developed that we could give to new people moving in town.

In regards to the CDBG housing rehab program, the Hoag residence has been completed and work will begin any day at the Holt residence. The Board received the scopes of work which will be put out for bid for the Pope, Caffery and McLean properties. They still have to do the lead paint assessments. Councilman Brian Ryther and Land Use Officer Tom Riso thought that the scopes of work needed better specifications so the bids come in more even and the property owners get the best deal. They questioned why one said 30-year shingles and one said lifetime shingles. Supervisor Edward Lentz will give the Board's comments and questions to ORHA. Councilwoman Nancy Martin-Mathewson commented that we had contracted with ORHA based on their experience with doing these types of grants and Supervisor Edward Lentz added that without their help, we wouldn't be able to do this project.

We received notice from the Association of Towns that our annual dues will increase next year to \$800.00. We received a report from NYS Dept. Of Agriculture and Markets that our dog shelter, Pittsfield Veterinary Clinic passed their inspection. We received notice that Michael & Lori Natale have filed a Small Claims Assessment Review (SCAR) for their property at 723 Backus Road.

A review of financial accounts show that we are in good shape at this point, even with estimating reductions in sales tax and state hwy. funds. Supervisor Edward Lentz noted that he is looking into setting up reserve accounts. It looks like we would have to have one in general fund for capital building projects and one in highway fund for equipment. The Board received the August abstracts of bills to review prior to the meeting. With no questions or comments, a motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to approve paying General Fund bills #142 through #153 for a total of \$13,317.43 and Highway Fund bills #95 through #103 for a total of \$15,290.59. Supervisor Lentz paid General Fund bills #138 through #141 and Highway Fund bills #94 and #104 for a total of \$14,271.92 with prior Board approval.

The committee working on the Bike Route (Stacy & Jeannine Kazacos, Peter Martin, Bob Thomas, John Braunius and Supervisor Lentz) has agreed on the route from Gilbert Lake State Park by the Texas Schoolhouse State Forest Walking trail, in an approximate 20-mile loop. They are communicating with the County sign shop on getting Bike Route signs made. We have a \$1,000.00 grant to use, but Supervisor Edward Lentz advised that he is estimating the costs of signs and posts to be closer to \$2,000.00. After discussing the positive impacts of the project, a motion was made by Councilman Brian Ryther, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to approve contributing \$500.00 towards the cost of the bike route signs & posts.

The committee working on getting the signs ready to install along the Texas Schoolhouse State Forest Walking Trail have asked for approval to utilize an UTV for bringing in the posts and tools for setting

the posts and signs. A motion was made by Councilman Bill Whitaker, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to authorize Supervisor Edward Lentz to sign an amendment to our Stewardship agreement with the NYSDEC for the Texas Schoolhouse State Forest for allowing an UTV to be utilized for the sign installation project.

Supervisor Edward Lentz has provided copies of additional unsafe building laws for the Board to review. If we agreed on doing one, we should focus on rubbish, unregistered vehicles and dilapidated buildings, as these are the issues that he gets the most calls from the public on. Cleaning up the town and making it safer would be in compliance with our Comprehensive Plan. The "Zombie 2.0" grant that the Greater Mohawk Valley Land Bank was awarded will assist local communities to identify vacant and abandoned homes. Councilman Brian Ryther questioned what the definition of "abandoned" would be so we would know what we are looking for. The grant may also provide help with code enforcement issues pertaining to properties that we identify. Councilman Brian Ryther and Councilwoman Nancy Martin-Mathewson agreed to work on an inventory list of vacant/abandoned properties in the Town.

Councilman Brian Ryther commented that another way to encourage a cleaner town would be to have our own transfer station. Clerk Charlene Wells explained the reasons that we had closed it down previously and noted that the Town of Burlington had looked into getting their own site started after they got asked to leave the one with Pittsfield. They found that the DEC requirements were a lot and it was going to be costly to do one on their own so they opted for private haulers. In the past the County had said they would provide recycling bins, but we would have to have them in a secure location and monitor what was put in them to ensure clean loads.

The Planning Board met on August 3, 2020 to begin review of a proposed campground "Coyote Hollow Park" for South Welcome Road. After reviewing and discussing his preliminary plans, the Planning Board asked the applicant to develop and submit a more detailed Stage One plan and come back to their next meeting on September 14th. The Town Board seemed in favor of the "concept" of a campground as being an acceptable use of property which would help to build the Town up "one step at a time". There are a lot of details and requirements that will have to be dealt with pertaining to the NYSDEC, Dept. of Health, Code Enforcement, Etc.

Because of the ongoing health concerns of the COVID-19 pandemic, a motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to continue to keep the New Lisbon Town Hall closed to public use and only open for official town business.

Tom Riso questioned what happened to the final report of the Butternut Creek Assessment. Supervisor Edward Lentz advised that it has not been completed. With no further comments or business, a motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to adjourn at 9:55 PM.

Charlene R. Wells, New Lisbon Town Clerk