

NEW LISBON TOWN BOARD---NOVEMBER 10, 2020---7:30 PM 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, Land Use Enforcement Officer Tom Riso, County Rep. Meg Kennedy, Resident Edward George

Supervisor Edward Lentz opened the meeting at 7:32 PM. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 5 Ayes/0 Nays to accept the minutes for the October 13, 2020 Public Hearing and Regular Monthly Meeting as written.

Hwy. Supt. Donald Smith reported that the big trucks have been serviced, new tires have been purchased and he has no major issues to report. They have sanded a few times and all seems to be working okay. He has to order some snow plow parts. The new pickup was ordered and should be here in January 2021. They are still doing some ditching and shoulder work. He will be putting in for the last CHIPS reimbursement this week. One mold remediator was out to look at the Hwy. Garage and will be getting us an estimate. Supt. Smith advised he is trying to get an estimate for spray foaming the interior after the remediation. The new Bike Route signs are up on Town roads. He has taken care of the issues that the insurance risk assessment showed at the Hwy. Garage. He purchased a flammable liquid cabinet, hung up authorized personnel only signs, is going to keep a log of what he and the men do each day and he signed up with the LENS program to track employees' driving records. With this program we will get notifications of licenses expiring and any tickets issued. Supt. Smith advised that he is going to purchase a spill containment kit for the fuel pumps to keep outside at a cost of about \$1000.00. We do have spill materials in the Hwy. garage, but since the Fire Dept. may use after work hours, they would have access to materials in case of a spill.

Discussion has been held on seasonal roads and our Local Law #2 of 2007 which limits construction of permanent residences on seasonal roads. Attorney Michele Kennedy has forwarded information from the NYS Comptroller which says that a road cannot have seasonal status if an occupied residence or business is on the road. An individual has expressed interest in purchasing and building a residence on the seasonal portion of Walters Road. It is questionable if our law would hold up in court if challenged. Hwy. Supt. Donald Smith noted that he would consider opening up the seasonal part of Walters. He would then close the part of Pardee Road that comes onto Walters Road in the winter and keep open Pardee Road off of County Hwy. 17. He also thought that we may want to consider abandoning Blue Jay Spur Road and Stahl Road since they would cost quite a bit to bring up to full time status.

Councilwoman Nancy Martin-Mathewson continues to track repair expenses and mileage rates. Both are holding under last year's amounts. Supervisor Edward Lentz noted that the 2021 budget has funds for both a building and equipment reserve. The 2020 budget has \$25,000.00 for a building fund. He would like to open an account at NBT to use for this purpose. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to pass Resolution #7-2020, authorizing the Supervisor to open an account at NBT with \$25,000.00 from the 2020 budget.

We are still waiting for Upstate Spray Foam to come back and fix roof leaks on the Hwy. Garage. We are getting an estimate for the mold remediation project at the Hwy. Garage from Superior Mold Solutions of West Oneonta. This will give us an idea of the cost and if it will be over the bidding threshold. Upon the recommendation of James Denekamp, Michael O'Reilly of Principle Design and Engineering of Norwich has submitted a proposal to assist us with the schematic design, scope-of-work development and cost estimation of building a new highway garage. The cost would range from approximately \$3,000.00 to \$6,000.00. Supervisor Edward Lentz has contacted the USDA and he is optimistic that we may be able to get help from them for building a new garage and will work on their paperwork. The Board will discuss further next month after we have more information. Tom Riso noted that we need to remember that we need to ventilate the upper space in the hwy. garage when we consider work to be done. Roof leaks and the dampness from the trucks can be part of the moisture problem.

The Otsego County Fairgrounds will be holding a Christmas light display and they have asked if towns would bring down a plow with our town name on for the display. We have several old V plows available. The Board had no objections to painting an old V-plow to bring down to the fairgrounds for the

Christmas light display. Councilman Bill Whitaker volunteered to help. Hwy. Supt. Smith advised that we could set it by the Hwy. Garage afterwards.

County Rep. Meg Kennedy advised that the County's 2021 Budget will not exceed the tax cap. They have made cuts and will be bonding some projects to help with cash flow. Hopefully 2021 will bring more normal revenues and reimbursements from the State. They are currently working on setting up a central business office which would work with a County administrator when hired. Co. Rep. Kennedy noted that she has joined the NYMIR Board. NYMIR does webinar training sessions. Clerk Charlene Wells noted that she just did one by NYMIR on Cyber Security. The tourism board will be meeting next week. They will not be getting I Love NY funds for 2020 or 2021. In regards to our fall festival in Town, Co. Rep. Kennedy has advised that the State and County have had to look at how they are to handle the COVID restrictions and have worked on a plan. We will still contact the Dept. of Health and Sheriff in the future if we have a situation. The Energy Taskforce will hopefully pull together their report in early 2021. Town Clerk Charlene Wells noted that she has been getting a lot of complaints from residents about the limited access to the Motor Vehicle Dept with only the Cooperstown office being open by appointment only. Co. Rep. Kennedy will check and see if we can look forward to more service soon.

Land Use Enforcement Officer Tom Riso noted that he is gathering projects for the assessor to add to the assessment roll. Councilwoman Nancy Martin-Mathewson reported that the Climate Smart Communities Committee met at the end of October. They have 34 points done, 23 almost ready and 57 they are working on which totals 114. 120 points are needed for Bronze Certification. Their goal is to reach 120 points by Summer 2021. More volunteers are welcome to join the CSC Committee. Supervisor Edward Lentz advised that he signed the contract with Emergency Preparedness Solutions to help us draft our Emergency Preparedness Plan as was mandated by the State. They will set up a web conference with the committee (Supervisor Lentz, Hwy. Supt. Smith, Councilman Ryther & Clerk Wells) to get input on our town and to get started on our plan. Art Klingler has advised that the County has an outreach program, Hyper Reach, which residents can sign up for. They would get a call from the County when there was an emergency in their area. This could be a problem if the power is out and phones don't work. We could try to establish a town phone list of residents, especially elderly and/or disabled residents who might need assistance during an emergency. Supervisor Lentz added that he is still pursuing all of the paperwork to be able to contract with the Village of New Berlin for backup EMS services.

We received one more proposal from ORHA for review under the CDBG. The proposal is for a roof and lead paint remediation for Hilary Pope with the low bid coming in at \$16,650.00 from All American Renovations. Councilman Brian Ryther was concerned that they did not include the hourly rates for time & materials as we have asked for. After further review, a motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to accept the bid of \$16,650.00 from All American Renovations for roof replacement and lead paint remediation for Hilary Pope at 673 County Hwy. 16, Garrattsville, with the provision they get us hourly rates as per the bid request.

The Board had received the October financial statements for review. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to make the following appropriation changes to cover bills: Increase DA 5112.2 Capital Improvements by \$1,740.32. Transfer from DA 5142.4 Snow Removal Contractual. Increase A1110.4 Justice Contractual by \$178.00. Transfer from A1410.11 Town Clerk Deputy.

The Board received the November abstracts to review the bills. A motion was made by Councilman Brian Ryther, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to pay General Fund bills #196 through #207 for a total of \$14,282.42 and Highway Fund bills #135 through #141 for a total of \$57,465.41. Supervisor Lentz paid General Fund bills #192 through #195 and Highway Fund bill #142 for a total of \$4,497.57 with prior Board approval.

We received our MVP renewal rates for 2021 which reflect a 4.175% increase. Hwy. Supt. Donald Smith has not had any complaints from those covered by the plan. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to accept the renewal of the MVP EPO Silver 8 HDHP plan for covered highway employees at the 2021 monthly renewal rates of \$637.99 Single, \$1,275.98 Double, and \$1,818.27 Family. Supervisor Lentz will figure out the employee contribution rates for review and approval in January.

The insurance risk assessment noted that we should be inspecting the playground monthly during the busy season and every five years by a certified playground inspector. We should keep a log of our

inspections. A motion was made by Councilman Bill Whitaker, seconded by Councilman Brian Ryther and carried 5 Ayes /0 Nays to amend our playground policy to have it inspected by us monthly during April to October and by a certified playground inspector every five years.

Supervisor Edward Lentz proposed a few changes to the 2021 Preliminary Budget. He would add \$1,000.00 to Town Board contractual to cover the Emergency Preparedness Plan, cut the CHIPS amount down to \$120,000.00 since we already purchased stone, put \$1,000.00 into a bridge account and decrease the CHIPS revenues to \$160,000.00. A motion was made by Councilman Brian Ryther, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to approve the above noted changes to the 2021 Preliminary Budget and adopt the revised 2021 Preliminary Budget as our 2021 Final Budget.

Councilwoman Nancy Martin-Mathewson advised that she sent in a list of 14 properties for the Zombie house list for the Land Bank. They are in the early stages to apply for a grant to help owners either fix or tear down the properties. She noted that of the 14 houses, 9 were not local owners. If anyone finds any additional homes to add to the list, they can get them to her. Co. Rep Meg Kennedy noted that the only other place in the County that she knew was doing this was the City of Oneonta. She appreciated our efforts.

Edward George asked if we had done our annual Sexual Harassment Prevention class yet. It was done in September. 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 9:23 PM.

Charlene R. Wells, New Lisbon Town Clerk