

**NEW LISBON TOWN BOARD---JANUARY 10, 2012---7:00PM
PUBLIC HEARING ON 2012 FIRE PROTECTION CONTRACT**

Present: Supervisor Robert Taylor, Councilmen Robert Eklund, Edward Lentz, Connie Chase, Hwy. Supt. Bill Whitaker, Clerk Charlene Wells, Residents Ed George, Joe Gregory, Jim Gregory, Mert Hull Absent: Councilman Glen Noto

Supervisor Taylor opened the public hearing at 7:00 PM. The fire protection contract with the Garrattsville Fire Company is the same as last year, at a cost of \$73,350.00. Fire Company member Mert Hull reported that they were called out 29 times in 2011. They handled 106 emergency scenes, resulting in 946 man hours. During August & September with the severe weather they handled 80 scenes. They have applied for funds from FEMA for the calls during Hurricane Irene & Tropical Storm Lee. All Board members were in praise of their heroic efforts on behalf of all town residents.

With no further comments from the floor, a motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to close the public hearing at 7:06 PM.

**NEW LISBON TOWN BOARD---JANUARY 10, 2012
ORGANIZATIONAL MEETING**

Present: same as above plus, Sue Smith, Donald Smith, Nancy Moen

The 2012 Organizational meeting was opened at 7:07 PM. A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to make the following annual appointments: Virginia Schoradt as Town Historian, Judith Koster as Planning Board Clerk, Robert Taylor as Marriage Officer and Charlene Wells as Registrar of Vital Statistics. We do not know who Justice Bruce Moskos is going to want to be appointed as Court Clerk yet. We will have to find someone new to serve as our Health Officer, due to the death of Michael Finneran last year.

Supervisor Taylor noted that he had placed a call to Dog Control Officer Shawn Patrick to see if he still wanted to do the job and to discuss his job performance. Because of recent complaints, the Board agreed that they would want to hear from him before he was reappointed. A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to authorize the Supervisor & Clerk to meet with Shawn Patrick to go over recent complaints and job duties and if satisfied with his response, to appoint him for a month as a probationary period, with the full Board to review again next month.

Due to highway employee Victor Lasher going out for surgery this month, Highway Superintendent Whitaker will appoint Willard Lasher as Deputy Highway Superintendent until Victor returns to work. Supervisor Taylor appointed Doris Schlee as Bookkeeper, Connie Chase as Deputy Supervisor and he will serve as Budget Officer. Clerk Charlene Wells appoints Robert Wells as Deputy Clerk and Deputy Registrar.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to approve the following items:

-Designate the Daily Star as the official Town newspaper.
-Hold monthly meetings on the 2nd Tuesday of each month at 7:30 PM at the Town Hall.
-Set mileage reimbursement at 48.5 cents per mile.
-Designate Community Bank, NA for the Town Clerk/Collector & Town Justice.
-Designate Community Bank, NA, Key Bank, NBT Bank, Bank of Cooperstown and CLASS Investment Cooperative as banks for the Supervisor.
-Authorize the Supervisor to pay all utility bills, insurance premiums, justice court fees to the State Comptroller, Time Warner bills, credit card bills, payroll taxes and purchase postage without prior Board approval.
-Authorize the Highway Supt. to spend up to \$1,000.00 at a time without prior Board approval, except for hiring an outside contractor which requires Board approval and a certificate of insurance.
-Authorize the Town Clerk, Supervisor and Bookkeeper to review the General Fund bills and submit a list each month for the Board to approve.

.....Authorize the Supervisor to invest money for interest bearing purposes in the best interest of the Town.
Acceptance of the Annual Financial Report to the State Comptroller as the Town's final financial report.
Hire Robin Lasher and Willard Lasher as Schedule Keepers and Town Hall Custodians at \$11.00 per hour.

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to contract with Pittsfield Veterinary Clinic for dog shelter services.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to contract with the New Lisbon Senior Citizens to provide adult recreation services at a cost of \$450.00.

A motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to hire Martin Tillapaugh as Town Attorney.

The Board agreed to contract with Pete Chase, rather than hire him as an employee, for highway computer services, at a reasonable fee per hour.

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to adopt the following 2012 Employee Salary and Pay Schedule:

POSITION	WHEN PAID	APPROPRIATION
Supervisor	Every 2 weeks	\$8,000.00
Highway Superintendent	Every 2 weeks	\$44,125.00
Assessor	Every 2 weeks	\$8,576.00
Town Justice	Annually	\$5,700.00
Councilmen, 4 at	Annually	\$1200.00 ea.
Registrar of Vital Statistics	Annually	\$500.00
Record Management Officer	Annually	\$500.00
Town Clerk/Collector	Monthly	\$15,000.00
Historian	Annually	\$500.00
Health Officer	Annually	\$250.00
Town Hall Custodian (Schedule Keeper)	Monthly	\$11.00 per hr.
Town Hall Cleaner	Monthly	\$11.00 per hr.
Board of Review, Chairman	Annually	\$105.00
Board of Review, 4 at	Annually	\$85.00
Bookkeeper	Monthly	\$4,200.00
Budget Officer	Annually	\$1,000.00
Park & Cemetery Mower	Every 2 weeks	\$11.00 per hr.
Planning Board Clerk	Monthly	\$1,200.00
Dog Control Officer	Monthly	\$2,000.00
Court Clerk	Monthly	\$3,200.00
Attorney	Monthly	\$3,000.00
Part-time employees	Every 2 weeks	\$7.25 per hr.
Temporary employees	Every 2 weeks	\$7.25 per hr.
Highway employees-MEO	Every 2 weeks	\$8.15 per hr.
Highway employees-HMEO	Every 2 weeks	\$16.35 per hr.
Part-time HMEO	Every 2 weeks	\$12.00 per hr.
Highway employee-Dep. Supt.	Every 2 weeks	\$16.45 per hr.

A motion was made by Edward Lentz, seconded by Robert Eklund and carried 4/0 to adopt the following 2012 Highway Employee Schedule:

1. WAGES...MEO.....\$8.15 per hour
 HMEO, part-time..\$12.00 per hour
 HMEO.....\$16.35 per hour
 DEPUTY SUPT...\$16.45 per hour
 All payable every two weeks, with time & half for overtime.
2. SICK LEAVE.....One day per month with no more than 12 days per year.
 Accumulative to 70 days. Sick days used for five consecutive days require a

doctor's note. Employees will not be paid for any unused sick days upon termination or retirement. Employees must be actively working to receive sick days.

3. INSURANCE.....Hospital/Medical through CDPHP. Enrolled employees will contribute 10% of their monthly premium for 2012. If an employee chooses not to take medical coverage through the Town, he will be paid \$1100.00 in June and \$1100.00 in December. Medical benefits are provided to employees while they are on the payroll, either actively working or using sick and/or vacation days. When an employee is on disability or leave of absence they may remain on the Town policy if they so choose by paying the entire monthly premium themselves. Disability insurance is paid as per NYS Benefits Law.
4. PAID HOLIDAYS.....total of 9...New Year's Day, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day.
5. PERSONAL DAYS.....three per year...not cumulative
6. LEAVE OF ABSENCE.....MUST BE APPROVED BY Town Board and Highway Superintendent.
7. BEREAVEMENT DAYS.....three days, for immediate family only.
8. NYS RETIREMENT----Tier 3 & 4...employee contribution as required by NYS Retirement System.
9. WORKERS COMPENSATION.....total paid.
10. NEW PERSONNEL...will be paid \$7.25 for MEO and \$12.00 for HMEO per hour for a six month probationary period. After 2 months, the pay may be increased by 50 cents per hour upon the review and recommendation of the Hwy. Supt. After 4 months, the pay may again be increased by 50 cents per hour upon the review and recommendation of the Hwy. Supt. Once the six month probationary period is over and the new employee is permanently hired, he will go to full pay for the position and receive all of his benefits.
11. VACATION TIME.....after one year receive one week, then one additional day for each year thereafter, up to a maximum of four weeks.
12. DRUG & ALCOHOL POLICY.....as per policy adopted 12/12/1995.

Highway Superintendent Bill Whitaker advised that it is his intention to pave the entire length of Gardnertown Road as his CHIPS project in 2012. The Board signed the Agreement for the Expenditure of Highway Moneys with the Highway Superintendent.

With no further business, a motion was made by Connie Chase, seconded by Robert Eklund and carried 4/0 to close the 2012 organizational meeting at 7:35 PM.

**NEW LISBON TOWN BOARD—JANUARY 10, 2012
REGULAR MONTHLY MEETING**

Present: same as above and Councilman Glen Noto(late), Otsego County Representative Pauline Koren and OCCA Planner Rima Shamieh

The regular monthly meeting opened at 7:35 PM. Councilman Edward Lentz requested the spelling corrections of Zondra Hart and Pitney Bowes in the 12/13/11 minutes. A motion was made by Robert Eklund, seconded by Edward Lentz and carried 4/0 to accept the amended minutes for the December 13, 2011 regular meeting.

OCCA planner, Rima Shamieh introduced herself and provided a summary of her background and what she could provide for us through the Circuit Rider program. She commended our Comprehensive Plan as very well done. She would also be interested in helping with the CPIC. The Board noted that additionally they would like to see training classes for the Planning Board and they are interested in shared service ideas and grant opportunities. After further discussion, a motion was made by Robert Eklund, seconded by Connie Chase and carried 4/0 to sign on with OCCA and the Circuit Rider Program in 2012 at a cost of \$2500.00. We will work further with Rima to detail what we want her to do for us.

Otsego County Representative Pauline Koren was congratulated on her election victory. She reported that she had no new county news to share with us and she's waiting to get her committee assignments. It was noted that Terry Bliss, Otsego County Planning Director was rumored to be retiring in March 2012.

Highway Supt. Bill Whitaker noted that he is concerned about what's ahead with Victor to be out. He wants to start looking for a new single axle, all wheel drive truck to replace the one that Louie is driving. That route has seen the most truck accidents and he feels that an all wheel drive vehicle would help. He would keep the old truck as a backup one. He will meet with Councilmen Edward Lentz and Robert Eklund to pursue the new truck specs. Highway Bills #1 through #18 for a total of \$11,492.60 were audited and approved for payment by the Board.

Sue Smith questioned what we were paying for boarding fees for dogs. Pittsfield Vet Clinic is charging us \$15.00 per day, up to a maximum of 7 days for stray dogs.

Sue Smith agreed to be the Chairwoman of the CPIC and Nancy Moen is Secretary. They had 14 attend the first meeting. The next meeting will be on January 31, 2012 at 7:00 PM.

We received notice from NYMIR that they have put in for rate decreases of 5-10% for 2012. We should see an approximate 3.1% decrease in our insurance cost.

Historian Virginia Schoradt submitted her annual report to the Board. She has been active in the Otsego County Historical Association.

We received notice from the Unified Court System that Justice Bruce Moskos is covering the Morris Town Court temporarily through April 16, 2012, due to the resignation of Michael Scanlon as Morris Town Justice.

Laberge Group sent notice that they are available to help with grant applications for the NYS's Local Efficiency program (shared services, consolidations, etc.) which are due in March 21, 2012. Mohawk Valley Economic Development District also sent information on grant opportunities. The Otsego County Planning Dept. sent notice of funds for Hazard Mitigation projects associated with Hurricane Irene and Tropical Storm Lee.

Supervisor Taylor noted that there is still a lot that needs to be done in the Town and he plans on continuing to listen to both the minority and the majority and always try to accommodate as many residents as we can.

The NYS Office of Real Property Services (ORPS) had not been advised that we were doing a revaluation. Supervisor Taylor has filed the necessary paperwork so that we will be eligible for a rebate from the State of \$5.00 per parcel. With their program, the assessor will have to recheck assessments in ¼ of the Town each year and we would be eligible for a \$2.00 per parcel rebate for that. Assessor Kathleen Chase was notified by the State that she lacked hours in her required training. She has agreed to catch up by fall. Supervisor Taylor has asked her to come in for office hours on two Saturdays a month in addition to her Mondays from 5:00-7:00 PM. Maxwell Appraisal Service will be holding a meeting on Tuesday, January 24th, 2012 at 7:00 PM to explain what information will be contained in the letter we receive about our new assessments.

Bob Klindt has asked if the Town would be interested in purchasing a .48 acre lot from him on Stahl Road for \$2000.00. Part of it is used as a school bus turn around. After discussion, the Board decided that it had no interest in purchasing the parcel, but perhaps if he didn't want it, he could donate it to the Town.

A motion was made by Glen Noto, seconded by Robert Eklund and carried 5/0 to pay General Fund bills #3 through #19 for a total of \$11,494.56. Supervisor Taylor paid general fund bills #227 through #232 and #1 & #2 and highway bill #192 for a total of \$1,813.31, with prior Board approval. The Supervisor's monthly report was submitted to the Board.

After paying remaining 2011 bills, the Supervisor & Bookkeeper made the following amendments and addition to the transfers made in December: #2 was

amended to increase A1620.1 (Town Hall Salary) by \$2609.00, to be transferred from A1990.4 (contingent). #3 was amended to increase D5130.4 (Hwy. Machinery Contractual) by \$1559.59, to be transferred from DA5110.4 (Hwy. Repair Contractual). #4 was amended to increase DA9060.8 by \$6198.97, to be transferred from DA5110.4(Hwy. Repair Contractual). #5 was added to increase A1220.4 (Supervisor's Contractual by \$6.05, to be transferred from A1990.4 (Contingent).

A motion was made by Connie Chase, seconded by Robert Eklund and carried 5/0 to approve the 2012 Fire Protection Contract with the Garrattsville Fire Company for \$73,350.00 and to authorize the Supervisor to sign on behalf of the Town.

The Board reviewed the draft job description for a local land use enforcement officer as prepared by Clerk Charlene Wells. Councilman Lentz questioned if we should contract with someone instead of hiring as an employee. We would have to set the number of hours we expected for the salary we agreed to pay. It was questioned if the land use officer would have the authority to ticket and take to court. It was decided to send a copy to Attorney Tillapaugh and the Planning Board for their input.

Discussion was held on whether or not to prepare an amicus brief in regards to the towns being sued over their position against hydrofracking/heavy industry. Supervisor Taylor noted that Attorney Tillapaugh did one for the Village of Cooperstown and he will draft one for us if we want him to. Councilman Lentz noted he had concerns about how it would be worded so that it couldn't be held against us in the future. Supervisor Taylor stated that he personally would not vote to commit town funds to defend our local rural preservation law. Councilman Lentz added that by filing an amicus brief we would not be contributing anything new that would be more influential than what we have already done. Councilman Eklund noted that the request to support home rule and file an amicus brief in support of Dryden & Middlefield came from the Town of Ulysses, not Middlefield. After further discussion, the Board decided to take no action on this issue at this time.

Councilman Noto will check with the school and see who they have do their playground inspection. Councilman Lentz volunteered to do the audit of the justice.

The Office of the Attorney General is reviewing Code of Ethics laws. The Clerk submitted a copy of ours which was adopted in 1970. In going through the file, it was found that we should appoint an Ethics Board, or perhaps we might be able to refer any cases that may come up to a County Ethics Board. Councilman Eklund noted that he had seen emails on this topic also.

The County's aged exemption is set at \$16,000.00. Our town limit is at \$13,000.00. This was set in 1998 by a Board resolution after a public hearing. Supervisor Taylor is having the assessor come up with the amount the change would affect us if we increased our level. If we want to increase it we should do it by a local law per the County Real Property Tax Office.

If the Board wants to have an exemption for new business in the Town we would have to pass a local law. The County Real Property Tax Office advised the clerk last week that they have us down for a 50% exemption, but we have no local law on file for this.

Clerk Charlene Wells noted that she had Steve Lawton do some repairs to her computer as it has been acting up. When BAS had to come in and help by remote access they advised that they thought her computer was really messed up. A motion was made by Edward Lentz, seconded by Robert Eklund and carried 5/0 to authorize the Clerk to get prices from Steve Lawton for a new computer & backup and to authorize her to purchase one, up to a \$1200.00 limit.

With no further business, a motion was made by Connie Chase, seconded by Glen Noto and carried 5/0 to adjourn at 9:20 PM.

Charlene Wells, New Lisbon Town Clerk

