

NEW LISBON TOWN BOARD—JULY 13, 2021---6:30 PM---TOWN HALL SPECIAL MEETING ON NEW HWY. GARAGE PROPOSAL

Present: Councilman Brian Ryther, Councilwoman Nancy Martin-Mathewson, Councilwoman Flo Loomis, Supervisor Edward Lentz, Hwy. Supt. Donald Smith, Town Clerk Charlene Wells, Residents: Tom Riso, Clair Robinson, John Bugyi, Arlene Martin, George Martin, Crystal Dorsch, Edward George, Britten Hatch, Dan Hatch, Matthew Palmer, Pete & Connie Chase, Joe Gregory, Sue Smith, David Galley, Warren Ryther, Barry & Sandra Braunius Absent: Councilman Bill Whitaker

Supervisor Edward Lentz opened the special meeting at 6:38 PM and showed some pictures of the current hwy. garage. The 5000 square foot building, built in the 1960s has a leaky roof, mold, poor insulation, sketchy electric, ineffective heating, ineffective air exchange, questionable well and septic, no office, inadequate storage and is too small for today's size of equipment. The proposed new building would be 9800 square feet with six bays and at 21 ft. high will allow the truck boxes to be safely lifted for maintenance. The estimated cost is \$2.75 million, with a \$700,000.00 grant available from USDA and a low-cost loan of \$1.98 million from USDA, the annual payments would be about \$105,000.00 for 25 years. If we proceed with the project, we would put out for bids this fall with construction in 2022. When the new building is completed, the plans would be to convert the old garage into a salt shed. The new hwy. garage would be built down back, near the County owned tower. It would be a steel framed building, built on a six-inch concrete slab. It would have a life expectancy of 40-50 years, but also could be re-skinned so that we would be able to get more years out of it.

Supervisor Lentz explained that previous Boards did not establish a capital reserve for buildings, but that \$75,000.00 had been earmarked for that over the past two years. He advised that we would use unassigned fund balances and increasing taxes to cover the cost of the new garage. Our goal is to keep \$260,000.00 in our fund balances for emergencies. He explained our revenues and appropriations and ideas for how we would spread out the tax increases. The Town has two current loans, one for our loader which will be paid off this year with CHIPS funds and one for the 2019 Freightliner which has two years left to pay. Supervisor Lentz showed that, based on preliminary projections, for a person with a \$100,000.00 assessment, they would be paying an additional town tax of \$162.00 over 5 years and a person with a \$250,000.00 assessment would be paying an increase in town tax of \$415.00 over 5 years. Supervisor Lentz showed our tax rate of \$5.62 per thousand in comparison with surrounding towns, taking in account equalizations rates. Hartwick is at \$2.69, Morris \$4.47, Laurens \$5.15, Edmeston \$5.47, Pittsfield \$6.23 and Burlington \$8.47.

If we don't build a new garage, it is estimated to cost \$250,000.00 to \$300,000.00 to fix up the old garage to make it usable, but it will still be too small and old. After the 2012 professional evaluation of the building said its' life expectancy was maybe an additional 10 years, the Board at that time opted to make repairs rather than build a new one which was then estimated at \$1.5 million. With no guarantee of how long the present garage would last, even if we make repairs, Supervisor Edward Lentz suggested that in addition to the cost to repair the old garage, the Town should set up a building reserve of at least \$50,000.00 per year to save for the eventual cost of a new hwy. garage. This option would also mean taxes would increase.

George Martin commented that all government projects always go up in cost. Supervisor Edward Lentz advised that we would put out for bids and get a signed contract to guarantee our cost. Dan Hatch commented that a new building would be substantial for our town and questioned how we would be able to maintain it and normal expenses. Supervisor Lentz noted that he felt we would be able to continue maintaining our fleet and equipment with the help of our state funds as we have been doing. David Galley questioned what we would do if the bids came in over the \$2.75 million. Hwy. Supt. Donald Smith noted that he would like to see certain parts of the job, such as the blacktop apron around the building, the kitchenette in the breakroom, etc. be bid as separate costs. This way if the bid is over, we could do those items at a later date ourselves. Edward George noted that he understands the need for a new highway garage, but residents on a fixed income will have a harder time paying for an increase in taxes. Tom Riso questioned what the town does if it goes over the 2% tax cap. Supervisor Lentz advised that each year we would have to pass a local law to exceed the tax cap and hold a public hearing on it. The town is not penalized by the State for exceeding the tax cap. If we accept the grant and low-cost loan from the USDA, the Town will have to borrow the funds to pay for the project from a bank. We are presently getting prices for that. USDA money would be received once the project is almost complete and then we would pay off the loan from the bank. A public hearing will have to be held on this and is subject to a permissive

referendum. Pete Chase asked if we could make it a mandatory referendum, but Supervisor Edward Lentz commented that he didn't think so.

With no further comments from the floor, the special meeting on the proposed new hwy. garage was closed at 7:45 PM.

NEW LISBON TOWN BOARD—JULY 13, 2021—REGULAR MONTHLY MEETING

Present: Same as above, plus residents Dan Vibbard, George & Delaney Knarich, Co. Rep. Meg Kennedy, Assessor Pamela Dyn-Gohde (some residents left as the regular meeting was beginning)

Supervisor Edward Lentz opened the regular monthly meeting at 7:45 PM. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Brian Ryther and carried 4 Ayes/0 Nays to approve the minutes as written for the June 8, 2021 regular monthly meeting and June 23, 2021 special meeting. Councilman Bill Whitaker was absent, but left word that he commended the hwy. dept. on a great job with the Goddards Road culvert replacement and that he was in full support of the new hwy. garage proposal.

Fuel product bids were only received from Reese Marshall as follows: \$275.00 for each furnace service contract, Diesel-\$2.09 fixed price or \$.14 differential, Winter mix Diesel-\$2.24 fixed price or \$.28 differential, Fuel oil-\$2.04 fixed price or \$.14 differential, Propane-\$1.85 fixed price, and Kerosene-\$2.40 fixed price or \$.14 differential. No bid was received for unleaded gas. After discussion on the fixed price or differential options, it was decided to go with the fixed prices and a motion was made by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/ 0 Nays to accept the fixed prices from Reese-Marshall of \$275.00 for each service contract, \$2.09 for Diesel, \$2.24 for Winter mix Diesel, \$2.04 for Fuel Oil, \$1.85 for Propane and \$2.40 for Kerosene. The Clerk will call and see if not getting a bid price for unleaded gas was an oversight or if we will have to bid that item again.

Hwy. Supt. Donald Smith advised that all equipment is doing okay. The Mahindra Tractor sold at auction for \$22,000.00 and the 484 Tractor sold for \$3,050.00. He worked out his specs for a new 10-wheeled Freightliner to replace the 2008 Volvo and got a price of \$132,682.00 for the cab and chassis from Mohawk Valley Freightliner. He noted that he added an automatic transmission because of upcoming rules in CDL licensing. He got a price for the steel dump body and plow from Henderson Products of \$97,834.00 and \$106,247.00 from Tenco. The Highway Committee recommends the purchase as the prices keep going up. It is planned to use CHIPS funds for the purchase. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 4 Ayes/ 0 Nays to approve the purchase of a new 10-wheeled 2023 Freightliner cab & chassis from Mohawk Valley Freightliner for \$132,682.00 and the dump box/plow equipment from Henderson Products for \$97,834.00. The truck should be ready for use for the 2022-2023 winter season. Reimbursement was submitted for the Card Road paving and the balance due on the loader. Goddards Road will be submitted in August. He plans on doing more dust control when the weather allows. The roof on the Morton building needs some repairs and painting and an RFP will be drafted and sent out to be returned by the August 10th meeting. Supt. Donald Smith will meet with County Hwy. Supt. Rich Brimmer about the steps needed to do a qualified abandonment of Blue Jay Hollow Spur Road. A letter will be sent to landowner Robert Tuthill about changing the intersection of Myers Mill Road and State Hwy. 51 to make it easier for our trucks.

Since we have been advised that Upstate Spray Foam is under new management and the Company who made the product used on the hwy. garage discontinued it, Supervisor Edward Lentz suggested that we try to put in a claim through our insurance company for the leaky roof. It would be a long shot that they would cover it, but a motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/ 0 Nays to submit a claim with our insurance carrier for the leaky hwy. garage roof. Supervisor Lentz noted thanks to Tom Pasternak who cut down the dead pine tree on the corner lot in Garrattsville as a service to the community.

Councilwoman Nancy Martin-Mathewson has been trying to get grant funds for culvert replacements, but has had no luck applying so far. She will keep trying. We may be able to get grant funds for an electric charging station. Grant applications are due in by the end of October and would provide 90% of the cost for a public charging station and 50% for a municipal charging station.

George Knarich was present to discuss his plans for his September 24-26, 2021 Cannabis Arts & Music Festival. The location would be on Allen Road/297 County Hwy. 15. He advised that he has met with the County Health Dept and the Otsego County Sheriff. He has a proposal for insurance, water, security and trash removal. He submitted his documents and requested a permit from the town under

our Public Assemblages Ordinance. Supervisor Edward Lentz also asked him for a letter from the landowner of record that he approves of the event. Mr. Knarich stated that he thought the guy was out of the country, but he would see what he could do about getting that. County Rep. Meg Kennedy noted that the event was given a \$1500.00 Community Event Grant.

Edward George commended the hwy. dept. on the nice job done on the Goddards Road culvert project. County Rep. Meg Kennedy noted that they are reopening discussion on shared services and EMS is one of the issues. Broome County has a plan they can look at and maybe a plan for buying equipment and hiring manpower can be drafted. The MOSA landfill needs work done on a leachate pipe. The Board of Elections received a \$17,000.00 award for early voting work. They are working on security issues which hopefully can be coordinated with the IT department. The County is working on keeping up with cyber threats and security, strategic planning and goals for departments and committees. The County Treasurer's office is holding sessions for employees on options for health-related issues. Supervisor Edward Lentz had contacted Otsego Electric about more grants for more broadband and they suggested that the County should be trying for funds in the ReConnect grant program. Co. Rep. Kennedy will pursue this on the County level. Crime has been increasing county wide and the Sheriff will address this later in the week. The mess that has been an ongoing problem at 644 Gardnertown Road is becoming a health hazard and Supervisor Lentz has been trying to get help and answers to how much the town can actually do about it.

Land Use Enforcement Officer Tom Riso advised that there are ten larger projects ongoing at this time. Supervisor Edward Lentz suggested that he should be contacting the County Code Enforcement Office to make sure they are all permitted. Mr. Riso also noted that he used to utilize DEC aerial maps, but they haven't updated them in several years. The CSC Committee is working on wrapping up all their projects and hopefully reach their point goal and submit by fall. The CDBG is continuing on track with no more new projects to review. Several projects are ongoing. The Town is not planning on applying for a new grant, but the County still has funding under their grant.

The Town Hall roof also needs some work done relating to the stacks on the corner, missing ridge seal and snow stoppers over the doors. Supervisor Lentz will work on drafting a RFP for this project. He advised that he inspected the playground and all looks good. He is going to take some of Historian Virginia Schoradt's various reports that she has done and get them digitized at Bishop's Printshop. The Board discussed opening back up the town hall to all activities. Councilwoman Nancy Martin-Mathewson felt we should leave it as is until we see where the COVID-Delta variant will lead us. Councilman Brian Ryther thought we should open it all back up, subject to CDC guidelines. After further discussion, a motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 3 Ayes/1 Nay (Councilwoman Nancy Martin-Mathewson) to open up the community room to all activities. Following CDC guidelines, anyone in the Town Hall who is not vaccinated must wear a mask.

The Board has been reviewing a Social Media Policy. With no objections to the proposed content, a motion was made by Councilwoman Flo Loomis, seconded by Councilman Brian Ryther and carried 4 Ayes/ 0 Nays to adopt the Social Media Policy as drafted. Professional services are exempt from bidding requirements, but the State Comptroller suggests that the Board should have guidelines in place for engaging professional services. Supervisor Edward Lentz has drafted an amendment to our Procurement Policy to cover professional services. The Board will review and discuss further next month.

Paperwork was received from Town Attorney Michelle Kennedy in regards to building the new hwy. garage. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Brian Ryther and carried 4 Ayes/0 Nays to adopt Resolution #5, to enter into a Legal Services Agreement with Whiteman, Osterman & Hanna LLP to serve as our Bond Counsel for the new Hwy. Garage project and to authorize the Supervisor to sign the agreement on behalf of the Town. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Brian Ryther and carried 4 Ayes/0 Nays to adopt Resolution #6, authorizing the construction of a new highway garage to be financed with \$75,000.00 from the General Fund and the issuance of up to \$2,681,000 in Serial Bonds. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Brian Ryther and carried 4 Ayes/0 Nays to adopt Resolution #7, authorizing and providing for the incurrence of indebtedness for the purpose of building a new highway garage with the assistance of the USDA and to accept a grant for \$700,000.00 from the USDA and authorize the Supervisor and Town Clerk to execute all necessary documents. A motion was made by Councilwoman Flo Loomis, seconded by Councilman Brian Ryther and carried 4 Ayes/0 Nays to adopt Resolution #8, authorizing the Supervisor to proceed with the engagement of Delaware Engineering for

the preparation of additional drawings and specifications required for the closing, for preparation of bid documents, and for other engineering services required for the construction of the new highway garage.

Last month the Town Board had discussed the issue of two parcels in the town that the forest exemption had not been removed when the NYSDEC advised that they were not in compliance with the exemption requirements. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Brian Ryther and carried 4 Ayes/ 0 Nays to adopt Resolution #9 directing the Otsego County Treasurer to recalculate and collect the correct amount of back taxes owed on two parcels in the Town, but to cancel all penalties and interest that otherwise would be assessed to the two parcels in violation of the forest exemption.

The Supervisor's monthly report was submitted to the Board for review and all appears to be going as projected. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 3 Ayes/ 1 Abstention (Supervisor Lentz had not reviewed the bills yet) to pay General Fund bills #121 through #138 for a total of \$23,735.24 and Highway Fund bills #71 through #85 for a total of \$32,636.42. Supervisor Lentz paid General Fund bills #109 through #120 and Highway fund bills #70, #86 and #87 for a total of \$42,260.20 with prior Board approval.

Edward George commented that he was thankful for the extra policing in the area lately. With no further comments from the floor or official business, a motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 4 Ayes/ 0 Nays to adjourn at 9:12 PM.

Charlene R. Wells, New Lisbon Town Clerk