

NEW LISBON TOWN BOARD—DECEMBER 12, 2023---7:30 PM REGULAR MONTHLY MEETING---TOWN HALL, GARRATTSVILLE

Present: Supervisor Edward Lentz, Councilwoman Flo Loomis, Councilman Bill Whitaker, Councilwoman Nancy Martin-Mathewson, Councilman Brian Ryther, Hwy. Supt. Donald Smith, Town Clerk Charlene Wells, Assessor Pamela Dyn-Gohde, DCO Keegan Holt, Councilman-Elect Scott Fickbohm, Residents Brian Holt, George Knarich, Bruce Page, Joseph Gregory

Supervisor Edward Lentz opened the regular monthly meeting at 7:30 PM. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to accept the minutes for the November 14, 2023 regular monthly meeting and the November 28, 2023 special meeting as drafted.

Highway Supt. Donald Smith advised that all the trucks are okay. The new grader is to be delivered on Friday. The Town of Morris is possibly interested in our old grader and Supt. Smith offered it to them for \$50,000.00. Cat had offered us \$40,000.00 as a trade in. He looked at used prices and they can range up to \$70,000.00. To rent one would cost about \$15,000.00 per month. The Morris Town Board was due to discuss it at their meeting. Our other option is to sell it at auction in the Spring. After further discussion, a motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to sell the old grader to Morris for \$50,000, or a negotiated price of no less than \$40,000.00 in as is condition. Supt. Smith noted that he has added lights to the 23 Ford pickup and it is working great. His next priority for equipment would be a tractor with a mid-mount mower for brush management. The new highway garage keeps inching closer to completion. There was a small roof leak that they were working on, the shower heads came in and they got the generator hookup done. Hwy. Supt. Donald Smith noted that he intended to purchase seven new fire extinguishers for the new garage at about \$100.00 each. CHIPS reimbursement funds should be in this week and the cost of the new garage aprons will be submitted for reimbursement in February 2024. Part of the cost of the new grader will also be submitted in 2024. A letter of acceptance was sent to Delaware Engineering for doing the study of Turnbull Bridge at a cost up to \$5,000.00. After talking with other town superintendents and reviewing their policies, Supt. Smith drafted a Winter Road Policy for the board to review. Supt. Smith also learned that we should be a bit less specific in our 284 agreement as to which roads the funds will but spent on, but keep the total amount to be spent included. He advised that the 284 agreement is a legally binding document and he would be putting himself in a position of possibly being sued or held financially responsible if he worked on a road not specified in the agreement (such as could happen if there is material left over after completion of a paving job). Upstate Companies has advised that part of the reason we have had some leakage on the town hall roof was because the steel around things was cut too large. They are going to have to replace the steel to seal things up, but there will be no change in the total cost of the project. A landowner on Quinlog Road is questioning about the road being moved at some point because of a future subdivision that is in the works for a neighboring parcel. No written record has been found of a change to the road which most likely was done in the 1800's by a gentleman's handshake. Supt. Smith will work on getting some estimates together for retrofitting the old highway garage to become our salt shed. There is a possibility of getting a grant for part of the cost with help from Otsego County Soil & Water. Councilwoman Nancy Martin-Mathewson reported that our total cost for equipment repairs in 2023 was \$38,752.00. We totaled \$45,247.00 in 2022 and \$36,554.00 in 2021. Supervisor Edward Lentz is working on the paperwork with USDA for the grant/loan for the grader. We will have to pay the bill in January 2024 with fund balance while we wait for the grant/loan and CHIPS reimbursement. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to adopt the Winter Road Maintenance Policy as compiled by Hwy. Supt. Donald Smith and the Highway Committee.

We received only one bid on fuel products from Buell Fuels of Deansboro, NY. For Summer Diesel the price was \$2.9258 fixed or a fluctuating differential of \$.07, for Winter Diesel the price was \$3.14 fixed or a fluctuating differential of \$.07, for Gasoline a fluctuating differential of \$.10 was the only option, for ULSHO (fuel oil) the price of \$3.249 fixed or a fluctuating differential of \$.15, and Propane the price of \$2.399 fixed or a fluctuating differential of \$.425 and \$199.00 for each of the two requested service contracts. There was no bid submitted for kerosene for the upper firehouse. The Board discussed the options of going with fixed or fluctuating prices. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/0 nays to accept the fixed prices

of \$2.9258 for Summer Diesel, \$3.1400 for Winter Diesel, \$3.2490 for ULSHO (fuel oil), \$2.399 for Propane, \$199.00 each for the two service contracts (upper firehouse & town hall) and the fluctuating differential of \$.1000 for Gasoline. The Town Clerk will check on the kerosene option for the upper firehouse.

Joseph Gregory commented that some of the ceiling tiles in the meeting room look like they are loose. Scott Fickbohm noted that he and Laura Curtis are registered to take the AOT training class for new officials in January 2024. Supervisor Edward Lentz noted that County Rep. Meg Kennedy was unable to attend tonight. She has advised that the County budget was adopted under the tax cap and that the Community Event Grants were increased by \$25,000.00 to \$75,000.00. DCO Keegan Holt noted that with dog sicknesses going around the SSPCA has quarantined and closed to the public, but they are still available to assist us if needed.

The Planning Board met on December 5, 2023 and recommended approval of a simple subdivision for Clair & Kayla Tompkins. NYS DOT sent a comment after their review that only one driveway is allowed per parcel and they would have to get a Highway Work Permit to place another driveway. For now, the Tompkins plan to access the farmland through the adjoining parcel which they own. The Town Board completed Part 2 of the Short EAF. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to issue a negative environmental impact determination and to approve Subdivision Application #4 of 2023 for Clair & Kayla Tompkins for a simple subdivision on tax map #189.00-1-59.21 at 3426 St. Hwy. 51 in New Lisbon, subject to review by the Otsego County Planning Department.

The Planning Board also referred, with a recommendation of approval, a site plan review application for Scott & Elaine Parker. They are proposing a multi-use building to include a cabinet making business, a farm equipment area and a residential living area. They have started the 60 ft. by 120 ft. building with an agricultural permit. Mr. Parker advised that he will be submitting engineered plans for the interior to the County Code Office. The Board completed Section 2 of the Short EAF. After further discussion, a motion was made by Councilman Brian Ryther, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to issue a negative environmental impact determination and to approve Site Plan Review Application #1 of 2023 for Scott & Elaine Parker for a multi-use building (agricultural, cabinet shop and residential living quarters), with the condition that a revised Otsego County building permit, changing from agricultural only to the multi-use status be submitted to the Town Clerk within six months.

Supervisor Edward Lentz noted that County Rep. Jerry Madsen had planned a meeting about the area's EMS system because of the dwindling number of volunteers. The BVA is working on a community response to Community Bank closing the Morris office. Community Bank says it is a done deal, but it is hopeful that another bank can be enticed to come to the area. NBT has an ATM in the laundromat in Morris. They may consider getting a bigger machine that can accept deposits. NBT sent five people who met with Supervisor Edward Lentz, Councilwoman Nancy Martin-Mathewson and Town Clerk Charlene Wells and they made a strong case to switch to them. They were due to visit the Morris Town Board tonight. One thing that they advised us was that checks are the greatest source of fraud so we may want to consider doing online ACH transfers to vendors. Supervisor Lentz will consider this and how we would have internal controls. A reminder was given to all those town officials and employees who have not yet completed their 2023 annual sexual harassment prevention training to get it done and submit an email to the Town Clerk.

The 2024 contract for shelter services was received from the Susquehanna SPCA. They have increased the daily boarding fee from \$50.00 to \$60.00. Supervisor Lentz questioned if we should look at another option, such as Super Heroes Humane Society. DCO Keegan Holt was happy with staying with the SSPCA. Councilman Brian Ryther thought we should continue with the SSPCA and we could look into other options before next December. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to contract with the Susquehanna SPCA for dog shelter services for 2024.

Monthly financial reports were given to the Board. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to approve transferring the following funds from Contingent Account #A1990.4 to: \$59.60 to Town Clerk Contractual #1410.4, \$136.10 to Street Lights #SL5182.4, \$59.38 to Attorney #A1420.4 and \$1,400.00 to Highway Garage Contractual #A5132.4. The Board reviewed the bills prior to the meeting. A motion was made by Councilwoman Flo Loomis, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to pay General Fund bills #224 through #244 and #246 for a total of \$229,363.10 and Highway Fund

bills #117 through #126 for a total of \$12,779.75. Supervisor Lentz paid General Fund bill #245 and Highway Fund bill # 127 for a total of \$29,658.00 with prior Board approval.

The official ribbon cutting ceremony for the new highway garage will be on Thursday, December 14, 2023 at 12:30 PM. An Open House will be held on Saturday, December 16, 2023 from 9 AM to Noon. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to schedule the 2024 Organizational meeting and for any other matter that may come before the Board for Tuesday, January 2, 2024 at 7:30 PM. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Flo Loomis and carried 5 Ayes/ 0 Nays to hold a public hearing on the 2024-2025 Fire Protection Contract at 7:00 PM on Tuesday, January 9, 2024, to be followed by the regular monthly meeting at 7:30 PM.

Supervisor Edward Lentz suggested some goals for 2024-2025. His ideas included updating the highway plan, purchasing policy, financial plan, Climate Smart Community plan and our 2008 Comprehensive Plan. He also suggested that we either pass a local law for junk & garbage or shelve it. We will be finishing up the highway garage project and we should look at what we need to do to make the town hall ready if needed to be an emergency shelter. We may be considering switching banks due to the Morris branch of Community Bank closing. We should be planning to do a Property Revaluation in the coming years and look into setting up formal reserve funds. Town Clerk Charlene Wells suggested that we need to rethink the Town Clerk office and Records Room at the Town Hall to get it ready for the next clerk.

Councilman Bill Whitaker was thanked for his 25 years of service to the Town. He started in 1998 as a Highway Department employee, then became Highway Superintendent and is ending his term as Town Councilman. He also thanked all of those who worked with him over the years.

Councilwoman Flo Loomis was thanked for her 31 years of service to the Town. She started in 1992 on the Board of Assessment Review, served on the Planning Board and is ending her service on the Town Board. She was always willing to serve wherever she was needed.

With no further comments from the floor and no further business, a motion was made by Councilwoman Flo Loomis, seconded by Councilman Bill Whitaker and carried 5 Ayes/ 0 Nays to adjourn at 9:10 PM.

Charlene R. Wells, New Lisbon Town Clerk