

NEW LISBON TOWN BOARD—APRIL 9, 2024---7:00 PM—TOWN HALL
PUBLIC HEARING ON PROPOSED LOCAL LAW #1 OF 2024 TO AMEND SUBDIVISION REGULATIONS

Present: Supervisor Edward Lentz, Councilwoman Nancy Martin-Mathewson, Councilman Scott Fickbohm, Councilwoman Laura Curtis, Councilman Brian Ryther, Hwy. Supt. Donald Smith, Town Clerk Charlene Wells, Planning Board Chairman Matt Palmer, Residents: Brian Holt, Mert Hull, Joseph Gregory

Supervisor Edward Lentz opened the Public Hearing on proposed Local Law #1 of 2024, a local law to amend Local Law #1 of 2011, Subdivision Regulations, with regards to lot sizes, driveway culverts, fees and technical amendments at 7:06 PM. The major revisions include amending the processing fee for minor and major subdivisions to be a two-part processing fee, with a set amount due on submission of an application and the per lot fees being due before the final approval is signed. Driveways will be approved and culverts paid for by the subdivider during the subdivision process, so that the Highway Supt. doesn't have to go out and approve each one separately when lots are purchased. Minimum lot sizes of 2.5 acres for a simple subdivision and 5 acres for a minor or major subdivision were included. For existing structures, there must be a 50-foot setback from lot lines. Councilman Scott Fickbohm asked about removing the section on stormwater management and Supervisor Edward Lentz noted that it is covered under the separate sections for minor and major subdivisions, so it didn't need to be covered under the part being amended. Joseph Gregory questioned if there is a setback on wells. He wondered if too many wells would cause an issue with water availability. With no further comments Supervisor Lentz closed the public hearing at 7:30 PM.

NEW LISBON TOWN BOARD—APRIL 9, 2024---7:30 PM
REGULAR MONTHLY MEETING—TOWN HALL

Present: same as above plus "Longview Preserve" subdivision reps, Stefan Marikovics & Anthony Heath

The Planning Board had met on April 1, 2024 and recommended approval on the Preliminary Plat for Subdivision #2 of 2024 for a major 12 lot subdivision on parcel # 143.00-1-4.00 owned by Dana Jorgensen and being subdivided by Clevis Acquisitions/Hudson River Land Company. Stefan Marikovics noted that they had modified their original plan which had 13 lots so that each of the now 12 lots would meet the 5-acre minimum that is being proposed. They also met with the Highway Supt. and had driveways approved and will pay for those needing culverts. Wetlands have a 100-foot state setback requirement, but they will have a 350-foot buffer in the deed covenants to protect the beauty of the wetland area. The driveway work only involves putting in culverts for driveway entrances where needed so no stormwater plans are needed. The Town Board completed the Part II of the Short EAF, finding no/small impact on all items and a motion was made by Councilman Scott Fickbohm, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to issue a determination that Subdivision #2-2024 will not result in any significant adverse environmental impacts. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Scott Fickbohm and carried 5 Ayes/ 0 nays to schedule a Public Hearing on the Preliminary Plat for Subdivision Application #2-2024 for Dana Jorgensen on tax map #143.00-1-4.00 for Tuesday, May 14, 2024 at 7:00 PM at the Town Hall, prior to the regular monthly meeting.

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 March 12, 2024 regular meeting as drafted.

Hwy. Supt. Donald Smith advised that all equipment is okay, just handling normal repairs. They are down to a few items on the new highway garage punch list. Bill Brown has advised that anything left can be rolled into warranty work and didn't feel we should hold up the final payments. Supervisor Lentz and Supt. Smith felt we should get USDA final approval before we make the final payments. After further discussion, a motion was made by Councilman Brian Ryther, seconded by Councilwoman Nancy Martin-Mathewson and carried 5 Ayes/ 0 Nays to only pay the hwy. garage contractor costs due, minus the retainage portion, until we receive USDA's final approval. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilwoman Brian Ryther and carried 5 Ayes/ 0 Nays to approve a Change Order for S & H Mechanical to install dial operator switches for exhaust fans for \$1,599.33 and a Change Order for Upstate Companies to reduce the contract by \$32,841.35 in unused allowance. Leftover funds will be used items such as shelving, generator, door spray foam, floor cleaner, dehumidifier controls, man lift, office construction materials, computer security and Wi-Fi extender.

The old garage is being cleaned out and Hwy. Supt. Donald Smith has requested Board approval to surplus miscellaneous old parts and the two furnaces. He would put on the auction site and if they don't sell, he would sell as scrap metal. A motion was made by Councilman Brian Ryther, seconded by Councilwoman Laura Curtis and carried 5 Ayes/ 0 Nays to surplus old truck parts and the two old hwy. garage furnaces and authorize the Hwy. Supt. to sell at his discretion. We will not get our CHIPS final total

letter for 2024 until after the NYS budget is adopted. He is waiting for the written report from Delaware Engineering on Turnbull Bridge. Supt. Smith noted that he has been looking at self-contained boom mowers with the cost being about \$245,000.00. He has not had any applicants for the vacant highway position. Repair costs for 2024 are at \$13,664.00 compared to \$6,434.00 last year and \$12,000.00 in 2022.

Mert Hull gave the first quarter report for the Garrattsville Fire Company. They had 10 calls with an average of 6 members per call for a total of 88 man hours. They also had 162 man hours in meetings/training for the first quarter. County Rep. Meg Kennedy was not present tonight. DCO Keegan Holt has reported that he had four dog pickups and issued his first ticket for an unlicensed dog after giving the owner plenty of time to get it done. Councilwoman Nancy Martin-Mathewson reported that we received \$5,000.00 for being a Clean Energy Community. They are going to get an energy study done of the Town Hall and then we will be eligible to get an additional \$10,000.00 to use for a project.

We received two proposals for the RFP that Supervisor Lentz sent out for the roof replacement for the Morton storage building. The Powell Company of Oneonta submitted three options. \$23,982.00 for the Morton building roof plus the addition roof, \$20,724.00 for the Morton building roof only, and \$25,746.00 for the Morton building roof, the addition roof and gutters. Clapper Construction of Otego submitted a price of \$39,782.00 for a 26-gauge roof for the Morton Building and addition. The cost would be \$2,700.00 more if we went with a 24-gauge roof. Joseph Gregory commented that we should be checking the warranty and looking for a 40-50 year warrantied product. Councilman Brian Ryther will review the proposals and check with the vendors to get the product information and warranty information and report back to the Board next month.

Supervisor Edward Lentz advised that he and the bookkeeper were looking at getting a cloud-based QuickBooks option at a cost of \$300.00. The March financial reports did not include the change of funds made last month in the highway budget. The 2023 Annual Financial Report to the State Comptroller has been filed. Councilman Scott Fickbohm questioned the fund balance in the annual report as being high. Supervisor Lentz advised that it was higher than what our goal is because he is planning on using our fund balance over time to help counteract the annual payments for the new highway garage. The Board reviewed the bills prior to the meeting. A motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Scott Fickbohm and carried 5 Ayes/ 0 Nays to approve paying General Fund bills #62 through #79 for a total of \$94,723.45 and Highway Fund bills #42 through #50 for a total of \$94,667.67. (The retainage portion of General Fund bills #73 and #74 will be held until we received USDA's final approval.) Supervisor Lentz paid General Fund bills #58 through #61 for a total of \$1,722.75 with prior Board approval.

Attorney Michelle Kennedy has reviewed and edited the draft of the garbage and junk law that the Town Board has been working on. After further discussion, a motion was made by Councilman Brian Ryther, seconded by Councilman Scott Fickbohm and carried 5 Ayes/ 0 Nays to hold a public hearing on proposed Local Law #2 of 2024, a Local Law Prohibiting the Accumulation of Garbage and Junk on Tuesday, June 11, 2024 at 7:00 PM to be followed by the June monthly meeting.

With no further comments or discussion, a motion was made by Councilwoman Nancy Martin-Mathewson, seconded by Councilman Brian Ryther and carried 5 Ayes/ 0 Nays to adopt Local Law # 1 of 2024, a Local Law to amend Local Law #1 of 2011 (Subdivision Regulations) with regards to lot sizes, driveway culverts, fees and technical amendments.

Supervisor Edward Lentz noted that he would like to form a Facility Committee to oversee our non-highway properties including the upper firehouse, town hall & park, corner lot in Garrattsville and the old town dump. He asked the Board members to consider serving on this committee. Councilman Scott Fickbohm advised that he would work on the Facility Committee.

Town Clerk Charlene Wells advised that she has started to look into getting a new town website with technological assistance. If we want to continue with a website, we need to get a secure site and have the assistance to keep it working properly. She has received a proposal from TownWeb.com, a company that attends the NYSTCA & Association of Towns conferences. They would charge \$3,620.00 for the first year including setting up the web site and providing assistance. After that it would be an annual fee of \$2,420.00. The Board was in favor of continuing with a Town website so the Town Clerk will try to gather another quote and more information.

Casella Waste Systems does not want to drive down to the new garage to pick up the hwy. garage garbage which means the highway crew have to cart the bins up each week to the road. Supt. Donald Smith advised that he is going to look into other options for getting a garbage service that will come pick up garbage at the new garage.

With no further comments from the floor and no further business, a motion was made by acclamation to adjourn at 9:45 PM.

Charlene R. Wells, New Lisbon Town Clerk

