

**TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
JANUARY 3, 2012**

At the Dept. Head Meeting of the Town Board of the Town of Liberty held at 4:15 p.m. at Town Hall, 120 North Main Street, Liberty, New York, the following Town Board Members were present:

Supervisor Charlie Barbuti
Councilperson Chris Austin
Councilperson Maurice Gerry
Councilperson Thomas Hasbrouck
Councilperson Dean Farrand

Recording Secretary:

Town Clerk Laurie Dutcher

Also present:

Highway Superintendent Timothy Pellam
Water & Sewer Supervisor Albert Picard
Assessor Kathy Sprague
Parks & Recreation Director Brian Scardefield
Budget Coordinator Cheryl Gerow
Deputy Town Clerk Sara Sprague
Confidential Secretary Deborah Manley

After the Pledge of Allegiance, Supervisor Schmidt called the meeting to order at 4:15 p.m.

CORRESPONDENCE

1. A letter from the Sullivan County Public Health Services urging the Town to adopt a resolution making playgrounds smoke free.

RECOGNIZE THE DEPARTMENT HEADS

ASSESSOR

- Working updating roll
- Business as usual

HIGHWAY SUPERINTENDENT

- Ditching
- Patching
- Met w/ FEMA may get \$25,000

- Assisted Liberty Fire Dept. at Arrowhead Ranch knocking down bldg., sanding, etc. Have sent bill to Insurance company for reimbursement
- Business as usual

RESOLUTION NO.

AUTHORIZE EXPENDITURE AND TRANSFER OF \$5,000 TO REPAIR HIGHWAY BACKHOE

Motion by **Councilperson Chris Austin**, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby authorize the expenditure and transfer of \$5,000 for the purchase of a rear end to repair the Highway Department backhoe.

5 AYES
CARRIED

WATER & SEWER

- Outstanding Kinsley invoice \$1,000. Supervisor Schmidt told them we would not be paying it. We will be using another company to service and maintain generators. Peak Power
- Well #4 (450 gpm). Will not pump 450 gpm. Do not know if it is a pump or motor problem. This needs to be looked at before the season.
- WAS # for Stevensville Water's well working on with Tom Kehrely and Terry Kelly.
- Roth Well – Check valve problem again. Also will not pump 500 gpm. May be due to the iron bacteria problem. Both check valves seem to not be working.
- Still waiting for NYSEG to tell us what needs to be done to get 3 phase service to the Presidential Estates Pump Station.
- Several leaks on Mineral Springs Rd. in WSS on the 6" transite pipe. This piece of pipe is in phase 3 & 4 of work that needs to be done on the next round of grant money, if WSS water applies for a grant in March 2012.

CEO

- 12 Building permits
- 7 Closed Building permits
- 14 complaints
- 7 completed complaints
- 0 Planning Board new applications
- 1 Zoning Board new applications
- 2 Zoning Board approved applications
- Request Executive Session regarding potential litigation

PARKS & RECREATION

- John Burke is supposed to level off an area at the Sullivan County Golf Course for the ice skating rink. As soon as this is done, I will order the liner. We are putting in a 50' x 100' rink.

Dept. Head Mtg.
1/3/12 Continued.....

- BOCES is working on the interior of the bathrooms at Walnut. They are currently insulating the walls, running electric lines, and will be putting up the sheathing soon.
- We held the Volunteer Recognition Dinner at Cracolici's. We had 74 people attend and it went very well. Everyone had a great time.
- Our winter youth basketball program has started. We have 85 children signed up. We are still taking registration for the rest of the winter programs which start in January.
- Lately we have been noticing that our offices smell like mildew. People coming in to register have even mentioned it to us. We have a dehumidifier and a little air purification machine running but are still getting the smell. I spoke with Earl and I am going to talk to Yaun Co. and see if there is an air purification system or something that would help the situation. We do not have any windows to let fresh air in.
- We are looking to fill the vacant position we have for the Parks and Recreation Board. If you know anyone who may be interested, please have them send a letter of interest to me at the Park & Rec. Office.

DCO

- 1012 miles
- 5 dogs picked up
- 2 dogs @ kennel
- 1 dangerous dog proceeding
- 2 tickets issued

TOWN CLERK/TAX COLLECTOR

- Conservation Licenses 3
- Marriage Licenses 4
- Photocopies 73
- Dog Licensing 35
- Boarding 1
- Redemption 1
- Building 30

RESOLUTION NO.

APPROVAL TO HIRE MARK BLAUER TO WRITE SARA RECORDS MANAGEMENT GRANT

Motion by **Councilperson Chris Austin**, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby grant approval to hire Mark Blauer to write a SARA Records Management Grant for the renovation of the Historian's Building.

5 AYES

CARRIED

FINANCE

- Began compiling data for comparison of employee benefits in other townships. Will contact towns that did not respond.
- Met with representative from AFLAC.
- Closed out 2011 payroll and prepared for printing of W 2's.
- Processed five payrolls.
- Prepared for closure of 2011 fiscal year.
- All other duties and responsibilities.

CDC

- No report submitted

BOARD DISCUSSION

Sean Zigmund - Mineral Springs Rd.

Sean Zigmund feels that it is the Town's negligence for not replacing the culvert with a larger one.

Terry Kelly advised the Board that he felt that a previous adjoining landowner re-routed the water therefore causing his property to flood.

The Town Board asked Terry Kelly to investigate to see where the water was coming from and report back to the Board.

No one wished to be heard other than to welcome Charlie Barbuti and Dean Farrand to the Board.

RESOLUTION NO.

EXECUTIVE SESSION

Motion by **Councilperson Thomas Hasbrouck**, seconded by **Councilperson Chris Austin**, the Town Board of the Town of Liberty does hereby go into Executive Session to discuss possible litigation at 4:48 p.m.

5 AYES

CARRIED

RESOLUTION NO.

OUT OF EXECUTIVE SESSION

Motion by **Councilperson Thomas Hasbrouck**, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby come out of Executive Session at 5:23 p.m.

5 AYES

CARRIED

ADJOURN

On a motion by Chris Austin, seconded by Councilperson Thomas Hasbrouck, the Town Board does hereby adjourn the meeting at 5:24 p.m.

Respectfully submitted,

Laurie Dutcher,

Town Clerk