

**TOWN BOARD OF THE TOWN OF LIBERTY  
DEPARTMENT HEAD MEETING  
January 5, 2015**

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At the Dept. Head Meeting of the Town Board of the Town of Liberty held on January 5, 2015 at 4:00 p.m. at Town Hall, 120 North Main Street, Liberty, New York, the following Town Board Members were present:

**Present:**

Supervisor Charlie Barbuti  
Councilperson Thomas Hasbrouck  
Councilperson Dean Farrand  
Councilperson Russell Reeves  
Councilperson Brian McPhillips

**Recording Secretary:**

Town Clerk Laurie Dutcher

**Also present:**

Attorney for the Town Kenneth Klein  
Finance Director Earl Bertsch  
Highway Superintendent Timothy Pellam  
Water & Sewer Supervisor Tom Kehrley  
Assessor Kathy Sprague  
Park & Recreation Director Brian Scardefield  
Code Enforcement Officer Mark VanEtten  
Budget Coordinator Cheryl Gerow  
Deputy Town Clerk Sara Sprague  
Supervisor's Confidential Secretary Angela Dalton  
Dave Ohman Delaware Engineering

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After the Pledge of Allegiance, Supervisor Barbuti called the meeting to order at 4:00 p.m.

**CORRESPONDENCE**

1. A letter from the NYS Homes & Community Renewal informing the Town of Liberty that they have been awarded a CDBG grant in the amount of \$599,500.00.
2. A letter from Catskill-Delaware Publications asking the board to rename them as the official newspaper of the Town.
3. A letter from John Ballard, Chairperson of the Parks & Recreation Board recommending the re-appointment of Joanne McPhillips to the Board for a term expiring on 12/31/2019.
4. A letter from the Sullivan County Chamber of Commerce asking for nominations for the Sullivan County Pride Award.

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### RECOGNIZE THE DEPARTMENT HEADS

(Reports as submitted by the Dept. Heads)

#### ASSESSOR

##### Ongoing Monthly Updates:

911 data-base; updating pictures; exemption renewals; updating driving licenses for exemptions; updating files; processing deeds; field work for the 2015 assessment roll; zoning updates to V4; and regular office duties, etc.

- The Town 's gas card was declined at Citgo, Cheryl's checking into the problem (was the local station error)
- I sent an email to the County for solid waste fees not consistent with Condo's; Co-ops and mobile home parks
- Litigation for 2 Carrier Street has been discontinued (Achieve Rehab)

Otherwise, business as usual and Happy Holidays to All!

#### HIGHWAY

##### December 2014

December 1	Work on equipment
December 2	1" Snow Plow and Sand
December 3	Called in at 4AM Freezing Rain Plow and Sand
December 4	Work on Equipment
December 5	Freezing Rain Worked all night
December 6	Went home at 6AM from previous night
December 8	Getting trucks and equipment ready for storm
December 9	Called in at 3AM Freezing Rain Sand Roads

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December 10	Called in at 3AM- 3" Snow Plow and Sand
December 11	Called in at 3AM-1" Snow Plow and Sand
December 12	Sand all Roads
December 15	Ditch Breezy Hill Rd Ditch Townsend Rd Work in Shop
December 16	Cut brush Fox Mountain Rd Ditch Elk Point Rd Work in Shop
December 17	Cut Brush Fox Mountain Rd Ditch Elk Point Rd Ditch Old Monticello Rd
December 18	Trace of Snow Sand all Roads
December 19	Ditch Elk Point Rd Ditch Old Monticello Rd
December 21	Called in at 8AM Light Snow and Rain Sand all Roads
December 22	Snow Showers Sand all Roads
December 23	Called in at 5AM Rain Sand All Roads

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December 24	1" Snow
	Sand All Road
December 26	Patch Sunset Lake Rd
December 29	Patch Stanton Corners Rd
December 30	Patch Cattail Rd
December 31	Work on Equipment

**WATER & SEWER**

No report submitted

**CEO**

Building Permits **13**

Building Permits closed **8**

Complaints **8**

Complaints Closed **63**

Planning Board new applications **2**

Planning Board approved applications **0**

Zoning Board new applications **0**

Zoning Board approved application **0**

Inspections General **35**

Fire Inspections

**PARKS & RECREATION**

No report submitted

**DCO**

No report submitted

**TOWN CLERK/TAX COLLECTOR**

Licenses:

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Conservation	0
Marriage Licenses	3
Marriage Certificates	3
Building Permits (Collection of \$)	24
Photocopies	0
Dog Licenses	16
Refuse Collection	11
Towing Licenses	2
EZ Pass	5

**FINANCE**

Notified employees of new health insurance contributions

Notified retirees regarding dental insurance premiums if they request to have dental insurance for 2014

Processed Health Insurance Buyout, Longevity and three regular payrolls

Preparation work for year end and beginning of year

Researched Swan Lake sewer capacity

Spoke with EFC regarding Loomis Sewer

Prepared for the consolidation of the Loomis Sewer District and its Extensions

Resolved issues with Citgo regarding gas card

All other daily duties and responsibilities

**CDC**

**No report submitted**

**COURT**

No report submitted

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**Pat Pomeroy** gave a short presentation to the board regarding the Hudson Valley Regional Council

**RESOLUTION NO**

*NOMINATION OF (2) BOARD MEMBERS TO THE LIBERTY CDC TRANSITION BOARD*

**Motion by Councilperson Thomas Hasbrouck**, seconded by **Councilperson Russell Reeves**, the Town Board of the Town of Liberty does hereby appoint Councilperson Russell Reeves and Councilperson Brian McPhillips as members of the Liberty Community Development Corporation Transition Board.

5 AYES CARRIED

**RESOLUTION NO 21-14**

*APPROVAL OF THE 2015 PARK & REC FEE SCHEDULE W/ CHANGES*

**Motion by Councilperson Brian McPhillips**, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby approve the following 2015 Park & Recreation Fee Schedule with changes:

<u>2015</u>	<u>All Users Fee</u>	<u>Resident</u>	<u>Non Resident</u>	<u>Clean-up depo</u>
<b><u>Day Camp</u></b>				
Full Day	per child	\$ 485.00	\$ 595.00	
Morning	per child	\$ 335.00	\$ 395.00	
Afternoon	per child	\$ 360.00	\$ 420.00	
<b><u>Swim Lessons</u></b>				
1 Child		\$ 50.00	\$ 80.00	
2 Children		\$ 70.00	\$ 100.00	
3 Children		\$ 90.00	\$ 120.00	
4 Children		\$ 110.00	\$ 140.00	
<b><u>Pool Pass</u></b>				
Senior Citizens		\$ 20.00	\$ 30.00	
Individual		\$ 25.00	\$ 35.00	
Family of 3		\$ 50.00	\$ 60.00	

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Family of 4 \$ 75.00 \$ 85.00

Additional Family Member \$5.00

**Pavilion Rental**

25-150 ppl \$ 90.00 \$ 180.00 \$100.00 Clean-up depo

151-300 ppl \$ 175.00 \$ 350.00 \$200.00 Clean-up depo

301+ ppl PRB/TB approve Fee

tent space \$75.00 \$150 \$200.00 Clean-up depo

**Large Group Permit**

25-100 ppl \$ 150.00 \$150.00 Clean-up depo

101-200 ppl \$ 250.00 \$250.00 Clean-up depo

201-300 ppl \$ 350.00 \$350.00 Clean-up depo

301 + ppl PRB/TB approve Fee

**Building Use Rental**

One Time \$ 50.00 \$100.00 Clean-up depo

Multiple Use \$20.00/per use \$150.00 Clean-up depo

Town Sponsored \$0.00 0.00 Clean-up depo

**Stage Rental**

Town/Village Event \$ - 0.00 Clean-up depo

Group/Org. Event \$ 55.00 \$100.00 Clean-up depo

Commercial/For Profit \$ 110.00 \$100.00 Clean-up depo

Electric (per day) \$ 25.00

P&R Bathrooms \$ 50.00

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<u>Field Use</u>	Each Use	\$30.00	\$40.00	\$100 Clean-up Depo
<u>Pool Entry</u>	Daily	\$ 2.00	\$ 4.00	13 & under Needs Adult
<u>P &amp; R ID</u>	Free if Joining a program	\$4.00	Individual	\$9.00 Family

5 AYES CARRIED

**RESOLUTION NO**

*EXECUTIVE SESSION*

**Motion by Councilperson Thomas Hasbrouck**, seconded by **Supervisor Charlie Barbuti**, the Town Board of the Town of Liberty does hereby go into Executive Session at 6:10 p.m. to discuss a specific employee and possible litigation.

5 AYES CARRIED

**RESOLUTION NO**

*OUT OF EXECUTIVE SESSION*

**Motion by Councilperson Dean Farrand**, seconded by **Councilperson Russell Reeves**, the Town Board of the Town of Liberty does hereby come out of Executive Session at 6:45 p.m.

**ADJOURN**

On a motion by Councilperson Thomas Hasbrouck, seconded by Councilperson Dean Farrand, the Town Board does hereby adjourn the meeting at 6:47 p.m.

Respectfully submitted,

*Laurie Dutcher*

Laurie Dutcher, Town Clerk