

**TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
JANUARY 7, 2013**

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:

Finance Director Earl Bertsch
Deputy Highway Superintendent Kevin Austin
Water & Sewer Supervisor Albert Picard
Assessor Kathy Sprague
Parks & Recreation Director Brian Scardefield
Code Enforcement Officer Mark VanEtten
Budget Coordinator Cheryl Gerow
Deputy Town Clerk Sara Sprague
Matt DeWitt

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

CORRESPONDENCE

1. A letter from Fred Stabbert publisher of the Sullivan County Democrat thanking the Town Board for their continued support.
2. A Notice of Commission Action from the Delaware River Basin Commission regarding the Loomis Wastewater Treatment Plant Upgrade.
3. A letter from the NYS Department of Environmental Conservation regarding the approval of plans and specifications for Sewage Treatment Plant Expansion to serve Camp Yeshiva.
4. A letter from the NYS Division of Housing & Community Renewal regarding the CDBG Public Infrastructure Award to the Town of Liberty.
5. A letter from the NYS Office of Parks, Recreation and Historic Preservation informing the Town that the grant application submitted had not been selected for funding.
6. A letter from the Boy Scout Troop 1717 of the Hudson Valley announcing that Jonathan Grisbeck was found worthy of the rank of Eagle Scout to be awarded on 2/9/2013 at the Liberty Firehouse.

RECOGNIZE THE DEPARTMENT HEADS

ASSESSOR

- Working updating roll
- Business as usual

HIGHWAY SUPERINTENDENT

- 2 Snow storms
- 2 plow trucks down
- One will be fixed in house the other they are awaiting estimates
- 40 hrs. in overtime
- Winter maintenance schedule
- Business as usual

WATER & SEWER

Another leak on Rt 55 on 12/4/12 in the pavement. The highway dept assisted us.

VFD Drive Stevensville Well # 4-Had Ted Marks here to work on the drive. He found some settings were not right. The installers report is included with the invoice. The VFD & pump motor are working ok, but the pump seems to have wear on it. The pump will only pump 415 GPM.

Delaware Engineering, Dave Ohman, PE will be coming to look at the SLWWTF.

We received a small cities grant and I would like to get started with the survey so we will be ready to bit this work early in the year.

FEMA has been a struggle, still working on this.

Mountain View Meadows Trailer Park-Looked at the system after a big rain and we are still getting a ton of inflow. This park still has problems.

Tom's truck has been repaired by Sam's of Liberty

There been correspondence between BOCES and the Town. The Board feels that this matter should be pursued. Councilperson Chris Austin would like Terry Kelly to come and talk to the board again.

CEO

- 12 Building permits
- 8 Closed Building permits
- 21 complaints

Dept. Head Mtg.
1/7/13 Continued.....

- 1 completed complaints
- 1 Planning Board new applications
- 0 Zoning Board new applications
- 0 Zoning Board approved applications

Nancy is in the court now full time. By March things should be up and running smoothly.
Need more room.

PARKS & RECREATION

We held the Holiday Parade and Tree Lighting. The weather was Horrible, but had a pretty good turn out considering. Would like to thank everyone involved for their help and support.

We have the ice skating rink almost completed.

We set up our winter programs and sent out our flyer. We are offering the following programs: Youth Basketball, Youth Arts & Crafts, Teen Night, Hip Hop dance lessons, Walking at the school, Family Skiing and Snow Tubing, and Tai Chi. Registrations have been steady.

I contacted several contractors for a RFP on installing the fresh air unit for our offices.

We are currently accepting employment applications for our summer staff.

We received the reimbursement of \$600.00 for the paver grant through the Sullivan County Division of Planning for the Walnut Bathrooms. We had a total of 747.60 in the cost of materials. We installed the pavers our self's.

We also were reimbursed \$1,553.78 from the Liberty Rotary Club the cost of materials to build the lean-to off of the Charlie Topper Outdoor Pavilion at Hanofee Park to cover the grills. BOCES built the lean-to so it didn't cost the Town anything in labor.

DCO

- No report submitted

TOWN CLERK/TAX COLLECTOR

- Conservation Licenses 2
- Marriage Licenses 8
- Refuse Collection Licenses 12
- Dog Licensing 15

Dept. Head Mtg.
1/7/13 Continued.....

- Towing Licenses 7
- Photocopies 3

Preparing for the upcoming tax season.

Meetings, minutes, agendas, public notices, etc.

FINANCE

Processed Health Insurance Buyout, Sick Time Buyout, Longevity, Year End and two regular payrolls

Met with Ed Rhyne regarding electrical supply

Met with AFLAC representative to include pre-tax health benefits as part of the Town of Liberty's Plan

Calculated year end budget transfers and modifications.

Reviewed Delaware River Basin Commission, approved report for Loomis Sewer Project

All other daily duties and responsibilities.

CDC

- No report submitted

COURT

Court	December
V&T Received	250
V&T Appearances	224
Criminal Appearances	513
Ordinance Appearances	36
Civil Appearances	16
Total Fines Collected	\$44,316.50
Total Fines to Town	Not available
Total Fines to Village	Not available

IT

Network Upgrade: As approved by the Town Board

- The physical infrastructure was completely refreshed.
New ASA Controller/Router
New Firewall
New Switches-2 Town Hall, 1 Village
New Patch Panels-Town and Village
- All lines (Ethernet and Fiber) were re-terminated (toned, clipped and reconnected, properly labeled).

All of the above results in much faster connectivity.

- New Remote VPN's created for our IT vendors and outside agencies.
- Three Wireless Access Pointes created- 2 Town Hall, 1 Village allowing for both Secure (In Network) and Guest Access (Internet Only).

In summary:

One (1) LAN (Network was replaced by seven (7) VLAN's:

Town, Village, Wifi Secure, Wifi Guest, Wireless Management and Internet with state of the art Cisco hardware and software resulting in more reliability, speed, security and support.

Outstanding Issues:

1. Wireless connectivity to iSeries server.
2. Install of Cloud based ScanSafe module for managing web content, filtering, and Malware scanning.
3. Establish wireless connectivity for Courtroom program at Village Courtroom.

BOARD DISCUSSION

COUNCILPERSON DEAN FARRAND

- Savad has 12 applications – 7 are major subdivisions

COUNCILPERSON CHRIS AUSTIN

- BAS first quarter

COUNCILPERSON THOMAS HASBROUCK

- Nothing to report

COUNCILPERSON MAURICE GERRY

- Nothing to report

SUPERVISOR CHARLIE BARBUTI

- Retiree Health Care will not be changing.
- Attorney Klein received a call regarding the consent order it's a matter of rephrasing some things it is more substance over form regarding the evaluation study of 7/15.
- Would like to discuss wind regulations next meeting. The Planning Board has had for 3 months now.
- 1/28/13 meeting between the Town Board, Planning Board and Zoning Board.

RESOLUTION NO. 18-13

ARTICLE 7 PROCEEDING FOR SHELDON OCKO SBL #105.-6-9

The following motion was offered by Councilperson Chris Austin, who moved its adoption, and seconded by Councilperson Dean Farrand, to wit:

WHEREAS, Sheldon Ocko, as Trustee of the Sheldon I. Ocko 2001 Family Trust ("Petitioner") has served and filed a notice of protest and notice of petition and petition for review and reduction of a real property assessment for the year 2012 with respect to a parcel owned by it located in the Town of Liberty; and

WHEREAS, the Town of Liberty has appeared in said proceedings by Kenneth C. Klein, Esq., attorney for the Town, and Petitioner has appeared in the aforesaid proceedings by Eric Jay Groper, Esq.; and

WHEREAS, following negotiations among the parties and their counsel, a settlement of all matters in dispute has been reached; and

WHEREAS, it appears that the proposed settlement of all matters in dispute will result in a fair and equitable resolution of Petitioner's complaint with respect to the subject assessment;

NOW, THEREFORE, be it resolved, that Kenneth C. Klein, Esq., attorney for the Town, be, and he hereby is authorized, directed and allowed to enter into a formal written stipulation of settlement with the

attorneys of record for the Petitioner, which stipulation of settlement has been provided to the Town Board for complete reading and filing this date; and be it further

RESOLVED, that Kenneth C. Klein, Esq., attorney for the Town, be, and he hereby is authorized, empowered and directed to execute the proposed written stipulation of settlement, and to thereby bind the Town of Liberty thereto; and be it further

RESOLVED, that Kenneth C. Klein, Esq., attorney for the Town, be, and he hereby is authorized, empowered and directed to do all other things, and to execute any and all other documents, which are reasonably necessary and incidental to the effectuation and finalization of the aforesaid stipulation of settlement.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

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

The resolution was thereupon declared duly adopted.

5 AYES

CARRIED

RESOLUTION NO. 19-13

ARTICLE 7 PROCEEDING GMACH BETH JOEL SBL #30.-1-85.2

The following motion was offered by Councilperson Chris Austin, who moved its adoption, and seconded by Councilperson Dean Farrand, to wit:

WHEREAS, Gmach Beth Joel ("Petitioner") has served and filed a notice of protest and notice of petition and petition for review and reduction of a real property assessment for the year 2012 with respect to a parcel owned by it located in the Town of Liberty; and

WHEREAS, the Town of Liberty has appeared in said proceedings by Kenneth C. Klein, Esq., attorney for the Town, and Petitioner has appeared in the aforesaid proceedings by Kalter, Kaplan, Zeiger & Forman, Esqs., Jay L. Zeiger, Esq., of counsel; and

WHEREAS, following negotiations among the parties and their counsel, a settlement of all matters in dispute has been reached; and

WHEREAS, it appears that the proposed settlement of all matters in dispute will result in a fair and equitable resolution of Petitioner's complaint with respect to the subject assessment;

NOW, THEREFORE, be it resolved, that Kenneth C. Klein, Esq., attorney for the Town, be, and he hereby is authorized, directed and allowed to enter into a formal written stipulation of settlement with the attorneys of record for the Petitioner, which stipulation of settlement has been provided to the Town Board for complete reading and filing this date; and be it further

RESOLVED, that Kenneth C. Klein, Esq., attorney for the Town, be, and he hereby is authorized, empowered and directed to execute the proposed written stipulation of settlement, and to thereby bind the Town of Liberty thereto; and be it further

RESOLVED, that Kenneth C. Klein, Esq., attorney for the Town, be, and he hereby is authorized, empowered and directed to do all other things, and to execute any and all other documents, which are reasonably necessary and incidental to the effectuation and finalization of the aforesaid stipulation of settlement.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

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

The resolution was thereupon declared duly adopted.

5 AYES

CARRIED

LETTER FROM MICHAEL WEISS ASKING TO WAIVE LATE CHARGES ON STEVENSVILLE WATER BILL

Letter from Michael Weiss asking the board to waive the late charges on his Stevensville Water accounts #7550 & 7600. The Town Board said no and Supervisor Barbuti will send a letter of explanation.

RESOLUTION NO 20-13

APPROVAL OF CONTRACT W/ HUMANE SOCIETY AND AUTHORIZE SUPERVISOR TO SIGN

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby approve of the contract with the Humane Society of Middletown and does hereby authorize the Supervisor to sign. (Copy on file in Town Clerk's Office)

5 AYES

CARRIED

RESOLUTION NO 21-13

EXECUTIVE SESSION

Motion by Councilperson Chris Austin, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby go into Executive Session at 5:35 p.m. to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation and also to discuss proposed, pending or current litigation.

5 AYES

CARRIED

RESOLUTION NO 22-13

OUT OF EXECUTIVE SESSION

Motion by Councilperson Chris Austin, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby come out of Executive Session at 5:46 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 5:47 p.m.

Respectfully submitted,

Dept. Head Mtg.
1/7/13 Continued.....

Laurie Dutcher,

Town Clerk