

**TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
MARCH 4, 2013**

At the Dept. Head Meeting of the Town Board of the Town of Liberty held at 4:00 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/Accounting Coordinator Cheryl Gerow
Deputy Town Clerk Sara Sprague
Court Manager Denise Curry
Matt DeWitt

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

CORRESPONDENCE

1. Letter from the NYSDOT advising the Town of Liberty that it has found that a 40 mph speed limit is appropriate for Denman Rd.
2. A copy of a resolution in support of the second amendment from the Town of Thompson.
3. A copy of a letter from Florence Unger regarding property taxes on Devany Rd.
4. A memo from the Finance Dept. advising of a change in NYSHIP Administration Policies.

RECOGNIZE THE DEPARTMENT HEADS

(Reports as submitted by the Dept. Heads)

ASSESSOR

Ongoing:

Dept. Head Mtg.
3/4/2013 Continued.....

- 911 data-base update
- Picture update
- Exemptions; driving license updates, etc.
- Destroying/updating files
- 2013 assessment roll/field work, etc.

New:

The office is extremely busy with exemptions being filed and having short staff with Audrey's leave of absence, (which I was advised on Thursday afternoon 02/07/2013 being effective on Monday 02/11/2013, when she was approved in 10/2012).

Taxable status date is Friday March 1st and all exemptions must be filed on or before. Reminder letters were mailed out on Friday 2/15 as a courtesy for Senior Citizens

Many Seniors are going over the limit of 23,200 which changed their exemptions to the enhanced STAR

Any zoning changes will be reviewed for the 2014 assessment roll

Many calls regarding high taxes, looking for reduction on assessments

The County has been submitting deeds, splits, merges to my office to be processing for the 2013 assessment roll. Anything dated after March 1st will be held for the 2014 assessment roll

Many new STAR exemptions are being filed, along with property owners calling to check on their exemption (newspaper article)

Changes of the STAR will be forthcoming this year. Owners with have a State liability more than \$4,500, will be encouraged to pay the debt by NYST&F, otherwise the Assessor's will be advised to remove the STAR, and not subject to the Board of Assessment Review process

Otherwise.....Just very, very busy.....

HIGHWAY SUPERINTENDENT

Cut brush on Cutler Road, Benton Hollow Road, Anderson Road, Cold Spring Road

Patched pot holes

Worked on equipment

2/1/13 – plow/sand

2/3/13 – in at 3AM, 1" snow, plow/sand

2/4/13 – in at 3AM, light snow, plow/sand

Dept. Head Mtg.
3/4/2013 Continued.....

2/5/13 – in at 4AM, light snow, plow/sand
2/6/13 – in at 5AM, light snow, plow sand
2/9/13 – in at 2AM, 6" snow, plow/sand
2/10/13 – in at 5AM, snow drifts, plow/sand
2/11/13 – freezing rain, plow/sand
2/16/13 – in at 4AM, 1" snow, plow sand
2/19/13 – 4", plow/sand
2/20/13 – in at 4AM, plow/sand
2/21/13 – snow showers, plow/sand
2/22/13 – snow showers, plow/sand
2/27/13 – in at 3AM, snow and sleet, plow/sand

WATER & SEWER

On 4/5/13 Tom will be out for health reasons.

Evan Decker was sent for drug testing on 2/22/13. Results came in on 2/27/13 and are negative. Need the ok to hire.

Alan Gerry is taking down 2 more houses in Loomis.

Need to see if we can make some repairs to Briscoe #2 & Briscoe #3 pump stations. The rail system & the gasket used to seal pumps are obsolete. This work can be done by Tam Enterprises.

Also need to replace a pump for Briscoe #3. Pump Service & Supply cannot get the parts to rebuild this pump.

Clean W.S.S. well #2

Leak in W.S.S. on 2/27/13 on Boyd Rd.

Doing tons of paperwork for 2013 NYSDOH, NYSDEC & the Delaware River Basin Commission.

CEO

For the month of February 2013 we had the following activity:

Building Permits 10

Building Permits closed 3

Complaints 13

Complaints Closed 16

Planning Board new applications 5

Planning Board approved applications 2

Zoning Board new applications 1

Zoning Board approved application 0

PARKS & RECREATION

We are currently setting up our Spring Program Flyer. Our Easter Egg Hunt will be held on March 23rd at noon.

Boy Scout Troop 717 came to the last Park and Recreation Board Meeting to discuss the possibility of them adopting Walnut Mountain Park (kind of like the Adopt the Road program). They want to help maintain the trails, litter pluck, etc. at the park in return for a place they can call their home. The Board and I felt it was a great idea. They will be providing us with the proper insurance.

Ordered the Fresh Air Unit and materials for the office. Should be installed in a couple of weeks.

We had to cancel the Boston Bus Trip. We did not get enough people to sign up for it.

I started a yearly Parks and Recreation Program and Event Calendar that can be found on the Town's Web Page.

The guys have been doing maintenance on all the park equipment.

I am working with a couple of the local Girl Scouts who are trying to complete their Silver awards. Two girl scouts have teamed up together and are looking into the possibility of building a dog park within the Town or Village of Liberty. Another girl is going to be adding to our Easter Egg Hunt by having a luncheon at the Elks Club after our Egg Hunt.

DCO

No report

TOWN CLERK/TAX COLLECTOR

- Conservation Licenses 1
- Marriage Licenses 6
- Refuse Collection Licenses 5

Dept. Head Mtg.
3/4/2013 Continued.....

- Dog Licensing 17
- Photocopies 2

Certified the offices to be filled at the General Election.

Filed bankruptcies with the County Attorney

Sent out 13 bid specs for the Loomis Sewer Upgrade

Completed minutes for 2/4/13 & 2/19/13

Prepared agendas for the 2/19/13 & 3/4/13 meetings

Conducted bid openings for the following:

- Demolition of bldg. located at 2 Stanton Corners Rd.
- Administration of the WSS Water District Improvements
- Engineering of the WSS Water District Improvements

Prepared bid results for each of the above bids

Published and posted Capital resolution for the purchase of the new dump truck

Published and posted the Joint Zoning Mtg.

Sent resolution naming "Music in our Schools Month" to the High School Music Director

Daily tax deposits

Collection of tax payments received over the counter

Daily tax bookkeeping

Daily stamping of the tax rolls

Checking daily batches sent from bank

Uploading and backing up all tax payments

Reconciled the Town Clerk & Tax Collection accounts

Processed all water bills

Processed all vouchers

Sent out licenses for refuse collection

Sent out licenses for towing

Sent out renewals for junk yard licenses

Indexed minutes into excel

Continually entering birth records into BAS

Processing of all Health Insurance payments

FINANCE

Met with Employee Relations Committee

Began work on Annual Financial Report to be submitted to the State.

Researched background checks

Supplied information to Marshall and Sterling regarding the renewal of the Town Insurance Policy

Inquired to Hawkins, Delafield and Wood regarding Loomis Sewer Bonding

Worked with Kelly Engineering on parking lot grant

All other daily duties and responsibilities

CDC

Liberty Main Street Grant

Continue discussions with Liberty Theatre owner & her legal counsel and Gerry Foundation about next steps vis-à-vis Department of Labor. Prepared brief for Alan Gerry's staff and explored several avenues to obtain addition information from DOL. Next steps will be active intervention from Gerry Foundation staff.

Liberty Skatepark Location

Met with BOCES Superintendent and Career & Tech Education Director to discuss BOCES's engagement in site preparation (earth movement, rough grading). Expecting response in the near future. We are planning a public meeting for neighbors of intended site in March and will finalize plans & bid documents. The Village DPW is currently researching the exact location of a sewer line that touches the site on Darbee Lane in one corner. The online-crowdrise fundraising project has yielded \$615.

Fundraising activities

We have begun to market and sign up participants in the planned Touch-a-Truck event (see attached flyer), scheduled for May 18 at the WSS Firemen's Park. Press release and other PR activities are planned for mid-March, once an initial set of sponsors have been secured.

Economic Development

The Liberty Plaza is now fully rented & the new Bowling Alley has opened. The plaza owner is under obligation by the Village Planning Board to improve the condition of the parking area this Spring.

Village and County approved loans to support the start-up of the Cyber Shack on South Main Street (next to Museum) – an internet & gaming lounge, computer repair and customization business.

COURT

Court	Feb
V&T Received	550
V&T Appearances	415
Criminal Appearances	461
Ordinance Appearances	28
Civil Appearances	22
Total Fines Collected	\$85,393.00
Total Fines to Town	Not available
Total Fines to Village	Not available

Court received a JCAP grant in the amount of \$2,123.98 must buy new furniture – desks & tables

RECOGNIZE THE PUBLIC

Jill Weyer & Glen Gidaly - Sullivan County Hazard Mitigation Plan

DISCUSSION ITEMS

A letter from the NYSDOT advising the Town of Liberty that it has found that a 40 mph speed limit is appropriate for Denman Rd.

A copy of a resolution in support of the second amendment from the Town of Thompson.

RESOLUTION NO.

TOWN OF LIBERTY RESOLUTION IN SUPPORT OF THE SECOND AMENDMENT

WHEREAS, the Right of the People to Keep and Bear Arms is guaranteed as an Individual Right under the Second Amendment to the United States Constitution and under the Constitution of the State of New York, and;

WHEREAS, the Right of the People to Keep and Bear Arms for defense of Life, Liberty, and Property is regarded as an inalienable Right by the People of the Town of Liberty, Sullivan County, New York, and;

WHEREAS, the Liberty Town Board derive economic benefit from all safe forms of firearm recreation, hunting, and shooting conducted with Liberty using all types of firearms allowable under the United States Constitution and the Constitution of the State of New York, and;

WHEREAS, the Liberty Town Board, being elected to represent the People of Liberty and being duly sworn by their Oath of Office to uphold the United States Constitution and the Constitution of the State of New York, and;

WHEREAS, the New York State Assembly and New York State Senate, being elected by the People of the State of New York and being duly sworn by their Oath of Office to uphold the United States Constitution and the Constitution of the State of New York, and;

WHEREAS, legislation passed by the New York Assembly and Senate infringes on the Right to Keep and Bear Arms and would ban the possession and use of firearms now employed by individual citizens of the Town of Liberty, for defense of Life, Liberty and Property and would ban the possession and use of firearms now employed for safe forms of firearm recreation, hunting and shooting conducted with the Town of Liberty, Sullivan County, New York, and;

WHEREAS, the Liberty Town Board believes there are many other less intrusive means available, other than rash confusing, and inarticulately drafted firearm laws that would effectively, control, manage and reduce violence in our society, such as, mental reforms, anti-bullying program, programs for schools, enforcement of existing firearms laws to the fullest extent possible, and proper psychological counseling for those in need or request it; and

NOW, THEREFORE, IT BE AND IS HEREBY RESOLVED that the Liberty Town Board does hereby oppose the enactment of any legislation that would infringe upon the Right of the People to keep and bear arms and consider such laws to be unnecessary and beyond lawful legislative authority granted to our State representatives, as there is no documented correlation between gun control measures and crime reduction.

FURTHER BE IT RESOLVED that a copy of this resolution be sent to President Barack Obama, Vice President Joseph Biden, Senator Charles Schumer, Senator Kirsten Gillibrand, Congressman Chris Gibson, Governor Andrew Cuomo, Senator John Bonacic and Assemblywoman Aileen Gunther.

Moved by: Councilperson Chris Austin and seconded by: Councilperson Thomas Hasbrouck;

The members of the Town Board voted as follows:

Supervisor Charlie Barbuti	<i>ABSTAINED</i>
Councilperson Maurice Gerry	<i>ABSTAINED</i>
Councilperson Thomas Hasbrouck	AYE
Councilperson Chris Austin	AYE
Councilperson Dean Farrand	AYE

CARRIED

A copy of a letter from Florence Unger regarding property taxes on Devany Rd.

A memo from the Finance Dept. advising of a change in NYSHIP Administration Policies.

DISCUSSION ITEMS

Background checks *CARRYOVER*

Report from Town Attorney regarding litigation:

Town Attorney Kenneth Klein advised the Board that in the matter of the Article 78 with Ayuda RE Funding, LLC, Jeffrey Cohen, Zoli Kleinberger and Howard Anthony Perez against the Town of Liberty, Gary Zalkin d/b/a/ Liberty Scrap Metal, Ben Weitsman and Son, Inc. that the judge ruled in favor of the Town. He advised that they can appeal.

RECOMMENDED ACTION

Adoption of the Sullivan County Hazard Mitigation Plan *CARRYOVER*

RESOLUTION NO

AUTHORIZE SUPERVISOR TO SIGN GRANT AGREEMENT DOCUMENTS PERTAINING TO THE PARKING LOT PAVING

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby authorize the Supervisor to sign Grant Agreement 5679 with the State Dormitory Authority and any other documents pertaining to this project to pave the parking lot behind the stage and driveway area across from Town Hall.

5 AYES

CARRIED

RESOLUTION NO

ACCEPT BID SUBMITTED BY BLAUER ASSOCIATES FOR THE ADMINISTRATION OF THE WSS WATER PROJECT

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby accept the bid submitted by Blauer Associates for Administrative Services for White Sulphur Springs Water District Improvement Project in the amount of \$120 per hour with a total cost not exceeding \$24,000.

5 AYES

CARRIED

RESOLUTION NO

ACCEPT BID SUBMITTED BY KELLY FOR THE ENGINEERING OF THE WSS WATER PROJECT

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby accept the bid submitted by Kelly Engineering for Engineering Services for White Sulphur Springs Water District Improvement Project in the amount of \$70,000 of which price does not include the survey.

5 AYES

CARRIED

RESOLUTION NO

EXECUTIVE SESSION

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby go into Executive Session at 5:35 p.m. to discuss Real Estate negotiations.

5 AYES

CARRIED

RESOLUTION NO

OUT OF EXECUTIVE SESSION

Motion by Councilperson Dean Farrand, seconded by **Councilperson Chris Austin**, the Town Board of the Town of Liberty does hereby come out of Executive Session at 5:55 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,

Laurie Dutcher

Laurie Dutcher,

Town Clerk