

**TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
June 2, 2014**

At the Dept. Head Meeting of the Town Board of the Town of Liberty held on June 2, 2014 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:

Town Attorney Kenneth Klein
Finance Director Earl Bertsch
Water & Sewer Supervisor Tom Kehrley
Highway Superintendent Timothy Pellam
Assessor Kathy Sprague
Code Enforcement Officer Mark VanEtten

Dog Control Officer Joanne Gerow
Budget Coordinator Cheryl Gerow
Joan Kittredge
Deputy Town Clerk Sara Sprague

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

CORRESPONDENCE

1. A copy of the Property Tax Freeze from the NYS Dept. of Taxation & Finance.
2. A letter sent to the Supervisor and the Code Enforcement Officer regarding property conditions located at 720 Harris Rd., Ferndale, NY.

RECOGNIZE THE DEPARTMENT HEADS

(Reports as submitted by the Dept. Heads)

ASSESSOR

Ongoing Monthly Updates: 911 data-base; pictures; exemptions; driving licenses; files; deeds; field work, etc.

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- NYST&F has developed a patch to administer the Veterans exemption for school purposes – the Tri-Valley school district opted in the exemption, and the Towns will need to complete correction of errors for processing. The Town of Liberty has no Veterans in the Tri-Valley school district therefore this will not affect the 2014 assessment roll
- Foxwoods/Muss: I had a telephone conference with Elaine Van S. Carmichael and Jennifer Day, developers for Foxwoods and supplied them with information in regards to sales, parcel information, tax rates, open litigation pending, listings, etc.
- The BAR has held their hearing on the 27th of May and had a total of 122 complaints filed (121 in 2013; no police and lighter appointments)
- NYST&F has reinstated a total of 14 basic STaR exemptions from the re-registering process
- I received the recalculation of the Youngs Hill Sewer district units from the Finance Department and sent out letters of the unit changes to the properties which had a calculation change
- Sullivan County Real Estate Auction for Liberty parcels is scheduled for Wednesday June 11th at 10:00. The Town Clerk has the booklets of the properties available
- Tentative Equalization Rate 83.69%
- Permission to obtain DeWan & Schott Appraisal Associates for a phase I appraisal for pending litigation - \$750

Pending:

Zoning

HIGHWAY

May 1	Patch Sector 6, 17, 19
	Sweep
May 2	Patch Sector 17
	Cut trees Huschke Road
	Haul Stone
	Put up signs
	Work on Equipment/Trucks in Shop
May 5	Patch Sector 17, 21
	Install Signs
	Work on Equipment/Trucks in Shop
May 6	Patch Sector 6, 19
	Work on Equipment/Trucks in Shop

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May 7 Patch Sector 5, 19
Work on Equipment/Trucks in Shop

May 8 Grader Pave Stanton Corners
Sweep
Remove Beaver Dams
Spring Clean Up
Work on Equipment/Trucks in Shop

May 9 Grade Fox Mountain Road
Remove Beaver Dams
Spring Clean Up
Sweep

May 12 Patch Sector 5, 19
Work on Equipment/Trucks in Shop

May 13 Patch Sector 5, 19
Move Equipment
Work on Equipment/Trucks in Shop

May 14 Patch Sector 5, 19
Push up Stone
Work on Equipment/Trucks in Shop

May 15 Patch Sector 5, 19
Work on Equipment/Trucks in Shop

May 16 Patch Sector 19
Push up Stone
Work on Equipment/Trucks in Shop

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May 19 Patch Sector 19
Work on Equipment/Trucks in Shop

May 20 Patch Sector 19
Work on Equipment/Trucks in Shop

May 21 Patch Sector 19
Trucks to Fremont
Work on Equipment/Trucks in Shop

May 22 Patch Sector 18
Trucks to Fremont
Work on Equipment/Trucks in Shop

May 23 Patch Elk Point
Work on Equipment/Trucks in Shop

May 26 Trucks to Fremont
Ditch Shore Road
Patch Sector 18
Install Signs
Work on Equipment/Trucks in Shop

May 27 Trucks to Fremont
Ditch Shore Road
Patch Sector 18
Install Signs
Work on Equipment/Trucks in Shop

May 28 Patch Sector 18
Ditch Shore road

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Install and Inventory Signs

Work on Equipment /Trucks in Shop

Would like to hire a P/T kid for the summer

On 6/9/14 the Highway Dept. will begin summer hours 6:30-2:30

Spring clean-up went well stayed under budget

Helped W&S fix a big patch on Rt. 55

Oil is now \$3.05 per gallon the most ever

WATER & SEWER

Sherwood Well project realized a \$940.00 savings on the quoted price due to cleaning time.

Sherwood Well cleaning and CO2 installation has been completed and is working well.

Stevensville Well #4 check valve and motor replacement is complete. We had some improvement from the new motor, but continued work still needs to be done for redundancy and production guarantees.

We have a state bid quote for a truck replacement discussed at an earlier time. Would like to replace T1, which was Albert's truck. This truck has no tool boxes on it for field work, and is costing a lot of money to maintain. Repair costs for the last 2 ½ years (YTD) has been \$9,392.09. Have spoken with Earl and we have the money in the reserve fund to cover this. (Quote Enclosed)

WSS water main project is moving ahead. Final main installation was done on May 28, 2014, with service connections to start soon.

Working with Delaware Engineering and Mark Blauer on possible 2015 water main grant application.

The Ferndale water pump station upgrade was done. Motor and pump have been sent out to be rebuilt. New motor that was installed from out stock has issues with the new drive system and will also need to be addressed in the near future, before the end of June.

DEC inspection of the Swan Lake Waste Water Treatment Facility was done on May 29, 2014.

Still waiting to hear from Lake Marie Homes. Spoke to Glen Smith about concerns regarding septic tanks, pumping station controls and pumps, back-up power applications, etc.

Continued I & I troubleshooting in the Loomis Sewer District, with smoke testing being done on June 3rd, 4th and 5th.

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Looking for Board input on the discontinuance of the two Lindsley EP sewer stations on the property, due to purchase by new owner, with no future use planned for the property.

Loomis Sewer saga. Poley Paving on site May 22, 2014 and contractor working on site May 28, 2014 in the building.

Anything else that may arise prior to the Dept. Head meeting.

CEO

Building Permits **21**

Building Permits closed **6**

Complaints **18**

Complaints Closed **13**

Planning Board new applications **1**

Planning Board approved applications **2 and 0 denied**

Zoning Board new applications **1**

Zoning Board approved application **0**

PARKS & RECREATION

Day Camp Full Day and Afternoon slots are full. We have approx. 15 morning slots available. The slots filled before the County put any children in the camp. I emailed them and told them there were morning spots available but have not heard from them if they are interested.

Luzon had the contaminated dirt hauled away. The cost was \$14,233.00. Total clean-up cost came to \$18,303.00. I would like to thank Tim and the Highway department for the use of the excavator and their help with the clean-up.

Started up the pool and have been getting it ready for the season. We hope to open mid June if all goes well.

We took a mower over to Touch A Truck and Kevin Delaney (Assistant Rec. Director) and a couple Park and Rec. Board members passed out informational flyers for our department.

BOCES put the metal roofs on the Community Pavilion and the Pool Building. They did a great job.

Adam Lake (Park Supervisor) , Kevin Delaney (Assistant Rec. Director) and myself worked at the Soap Box Derby.

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The park staff have been keeping up with the mowing and maintenance of the parks. They really look great.

We had to cancel the NYC Bus Trip. We did not get enough people to sign up.

DCO

1 dogs @kennel

7 dogs picked up

1096 miles

4 tickets

Has a rodent infestation that needs to be addressed

TOWN CLERK/TAX COLLECTOR

Licenses:

Conservation 0

Marriage Licenses 6

EZ Pass 1

Marriage Certificates 4

Building Permits (Collection of \$) 23

Photocopies 20

Dog Licenses 27

Boarding fees 1

Redeemed dog 1

Catching up on minutes

FINANCE

Attended (2) Employees Relations Committee meetings

Met with representative from Presidential Estates regarding street light issues

Corresponded with Steve Kalka regarding the removal of the oil tank at Town Hall and the issuance of a tank closure/removal report for the DEC.

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Submitted Project Listing to EFC for Swan Lake Sewer and Loomis Sewer Phase I

Processed 23 seasonal employee applications (total of 27 to date)

Reviewed and processed claims for the Loomis Sewer Project

Projected financing for Swan Lake Sewer Upgrade

All other daily duties and responsibilities

CDC

No report

COURT

	May
V&T Received	360
V&T Appearances	192
Criminal Appearances	492
Ordinance Appearances	14
Civil Appearances	16
Total Fines Collected	\$80,808.50
Total Fines to Town	N/A
Total Fines to Village	N/A

RESOLUTION NO

APPROVAL OF MINUTES

Motion by Councilperson Dean Farrand, seconded by **Councilperson Brian McPhillips**, the Town Board of the Town of Liberty does hereby approve of the following minutes:

- Dept. Head Mtg. 4/7/2014
- Public Hearing (CDBG) 5/19/14

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- Public Hearing (Intro LL #1) 5/19/14
- Regular Monthly Mtg. 5/19/14

5 AYES CARRIED

RESOLUTION NO

JOINT FUEL BID SET FOR 8/14/14

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby set the Joint Fuel Bid opening for 8/14/14 at 11:00 a.m. in the Town Clerk's Office, 120 North Main Street, Liberty, NY.

5 AYES CARRIED

RESOLUTION NO

A RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2015 DODGE RAM 5500 TRUCK, AT MAXIMUM ESTIMATED COST OF \$77,530.00, AND PAYMENT THEREFOR BY THE EXPENDITURE OF THE SUM OF \$77,530.00 FROM THE TOWN OF LIBERTY HIGHWAY MACHINERY CAPITAL RESERVE FUND.

At a regular meeting of the Town Board of the Town of Liberty, Sullivan County, New York, held at the Town of Liberty Government Center, 120 North Main Street, Liberty, New York, in said Town, on the 2nd day of June, 2014 at 4:00 p.m. prevailing time.

The meeting was called to order by Supervisor Barbuti and upon roll being called, the following were:

PRESENT: Supervisor Charlie Barbuti

Councilperson Thomas Hasbrouck

Councilperson Dean Farrand

Councilperson Russell Reeves

Councilperson Brian McPhillips

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ABSENT:

The following resolution was introduced by Councilperson Brian McPhillips, who moved its adoption, and seconded by Councilperson Russell Reeves, to wit:

A RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2015 DODGE RAM 5500 TRUCK, AT MAXIMUM ESTIMATED COST OF \$77,530.00, AND PAYMENT THEREFOR BY THE EXPENDITURE OF THE SUM OF \$77,530.00 FROM THE TOWN OF LIBERTY HIGHWAY MACHINERY CAPITAL RESERVE FUND.

BE IT RESOLVED, by the Town Board of the Town of Liberty, Sullivan County, New York, as follows:

Section 1. The purchase of a new 2015 Dodge Ram 5500 Truck, at a maximum estimated cost of \$77,530.00, and the expenditure of the sum of \$77,530.00 from the Town of Liberty Highway Machinery Capital Reserve Fund to pay such maximum estimated cost is hereby authorized and approved.

Section 2. The action authorized has been determined to constitute a Type II Action as defined in 6 NYCRR §617.5(c)(18) and (21) of the regulations promulgated pursuant to the State Environmental Quality Review Act, for which environmental review is not required.

Section 3. The plan for financing of such maximum estimated cost is by the appropriation and expenditure of monies heretofore deposited in the Town of Liberty Highway Machinery Capital Reserve Fund.

Section 4. Within ten (10) days after the adoption of this resolution, the Town Clerk shall post on the Town sign board and publish in the Sullivan County Democrat, the official newspaper of the Town, a notice in conformance with the requirements of Section 90 of the Town Law of the State of New York.

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Section 5. This resolution is adopted subject to permissive referendum.

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

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

The resolution was thereupon declared duly adopted.

5 AYES CARRIED

RESOLUTION NO

BID OPENING SET FOR THE PURCHASE OF (1) 2015 FREIGHTLINER MODEL 114SD TRUCK CHASSIS W/ CENTRAL HYDRAULIC SYSTEM & ASSOCIATED EQUIPMENT

Motion by Councilperson Dean Farrand, seconded by **Councilperson Russell Reeves**, the Town Board of the Town of Liberty does hereby set a bid opening for the purchase of (1) 2015 Freightliner Model 114SD Truck Chassis with Central Hydraulic System & Associated Equipment on 6/19/14 at 11:00 a.m. at the Town Clerk's Office, 120 North Main Street, Liberty, NY.

5 AYES CARRIED

RESOLUTION NO

APPOINT CONSTABLE JOANNE GEROW TO ISSUE APPEARANCE TICKETS TO ENFORCE LOCAL, COUNTY AND STATE LAWS & REGULATIONS REGARDING PARKING

Motion by Councilperson Dean Farrand, seconded by **Councilperson Brian McPhillips**, the Town Board of the Town of Liberty does hereby appoint Town Constable Joanne Gerow to issue appearance tickets to enforce local, county and State laws & regulations in accordance with Chapter 139 of the Vehicle & Traffic Code of the Town of Liberty.

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5 AYES CARRIED

RESOLUTION NO

EXECUTIVE SESSION

Motion by Councilperson Dean Farrand, seconded by **Supervisor Charlie Barbuti**, the Town Board of the Town of Liberty does hereby go into Executive Session at 5:56 p.m. to discuss proposed, pending or current litigation and the medical, financial, credit or employment history of a particular person or corporation, or relating to appointment, promotion, demotion, discipline or removal.

5 AYES CARRIED

RESOLUTION NO

OUT OF EXECUTIVE SESSION

Motion by Councilperson Brian McPhillips, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby come out of Executive Session at 6:41 p.m.

5 AYES CARRIED

ADJOURN

On a motion by Councilperson Dean Farrand, seconded by Councilperson Russell Reeves, the Town Board does hereby adjourn the meeting at 6:42 p.m.

Respectfully submitted,

Laurie Dutcher, Town Clerk