

TOWN BOARD OF THE TOWN OF LIBERTY  
**DEPARTMENT HEAD MEETING**  
June 4, 2012

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 Thomas Hasbrouck  
Councilperson Dean Farrand  
Councilperson Maurice Gerry

Recording Secretary: Town Clerk Laurie Dutcher

Also present:

Town Attorney Kenneth Klein  
Finance Director Earl Bertsch  
Budget & Accounting Coordinator Cheryl Gerow  
Water & Sewer Supervisor Albert Picard  
Deputy Highway Superintendent Kevin Austin  
Park & Recreation Director Brian Scardefield  
Code Enforcement Officer Mark VanEtten  
CDC Director Heinrich Strauch  
Sara Sprague Deputy Town Clerk

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

### **CORRESPONDENCE**

1. A copy of the Liberty Community Calendar.

### **RECOGNIZE DEPARTMENT HEADS (Reports as submitted by Dept. Heads)**

#### **Assessor**

Ongoing and working on:

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

New:

- Board of Assessment Review received: 138 “Complaints” with 32 petitions.  
The 3 member board will deliberate in the future, and send out letters to the property owners on or before July 1<sup>st</sup>.  
(42 parcels Vitamur Corp; 21 parcels AJM/Swan Lake Comm; 3 Ag and 6 forest removals)
- Will file the final assessment roll on or before July 1<sup>st</sup> and then will begin working on the 2013 assessment roll

Information:

- Will be reviewing the zoning change for open space and 10 ac; received a map from the County – now verifying the parcel information; will be speaking with Mark in the near future regarding the change.

Otherwise business as usual

## **Water & Sewer**

Old Monticello Road is still not resolved. They have a quote, but have not started to make the repairs.

Very busy getting everything ready for the summer season. Power washing sewer mains, fixing broken curb boxes, etc.

Layne Christiansen told me that they will be here soon.

I & I study is done. Kelly engineering has flow info. He is working on a report.

Asked to meet with Chris Austin, my Town Board liaison person, to go over a few things.

Presidential Estates Pump station & Infirmary Pump station seem to be working well after the repairs were made.

The Village Street Dept. has been here a few times in the last month with the Vac trailer, to help us fix 3 broken curb boxes and 1 valve box. This piece of equipment is very helpful due to the depth of the dig jobs. Most of the curb boxes are 6 to 8 feet deep. A piece of equipment like this would be nice to have.

We are pumping septic tanks and getting sewer plants cleaned up. Also getting ready to start the second ditch in Swan Lake.

Rebate for VFD Drive for WSS Water District. Thanks to Deb Manley she has resolved that a check for \$1,750 is in the mail.

Manhole risers have arrived for the Rt. 55 Paving Project.

## **Highway Superintendent**

Spring clean up went well, used ten 30 yard containers

Minor flooding on May 15

Flood repairs done

Guard Rail on West Liberty Street completed

Exit interview with FEMA on 5/16/12 for August 2011 flood damage

Patching

1000 ton of paving material made for Lake Marie Rd and Twin Bridge Rd

Tree damage from storm on 5/29

Hauling blacktop from Monticello is taking a very large toll on fuel usage

Completed MHSA training for 2012

Huge piles of garbage are being dumped on roads (see picture from Devaney Rd)

## **CEO**

For the month of May 2012 we had the following activity:

1. Building Permits **25**
2. Building Permits closed **0**
3. Complaints **18**
4. Complaints Closed **2**
5. Planning Board new applications **3**
6. Planning Board approved applications **2**
7. Zoning Board new applications **0**
8. Zoning Board approved application **0**

Extremely busy with Camp and Fire Inspections.  
Camp HASC has the 2nd Bunk 75% done.

## **Park & Recreation**

Day Camp is pretty much full. We are moving kids around in the groups to try and fit a few more kids in.

Swim Lesson registration is also going well. Most of our younger groups are full.

I sent out the letters to the people on the Assistant Recreation Civil Service list to see if they would be interested in the position.

We are doing really well with pavilion rentals this year.

We are starting to get the pool ready for the season. We have to patch some of the tiles in the kiddie pool and also some of the concrete decking that was not replaced when the pool was redone a few years ago.

I would like to thank Tim Pellam for sending one of highway workers to do some bulldozing around the bathrooms and other areas at Walnut for us.

We are currently holding registration for our pee-wee football program and also a football camp that we are holding this summer.

We are holding the Liberty Parks and Rec. golf tournament on June 9<sup>th</sup>.

Met with Supervisor Barbuti and Mr. Orseck regarding the property lines.

## **DCO**

9 dogs at kennel

11 dogs picked up

1026 miles

2 Dog Bites

1 11 year old dog adopted, thank you State Trooper, Matt Johnstone!

The insulation has brought the heating costs down.

DCO Gerow advised the Board that she has been offered a position as Fallsburg DCO. She she feels she could do both without a problem and if at anytime she didn't feel she could she would let Fallsburg go. The Board gave her there blessing.

## **Finance Director**

Continued processing seasonal employee applications

Began preparation for joint fuel bid

Compiled data for employee negotiations

Completed Loomis Sewer Unit updates

Sent letter to vendors regarding prevailing wage

Reviewed Consent Order for Loomis Sewer

Attended meeting regarding Old Monticello Road water line

All other duties and responsibilities

## **CDC**

### ***County Micro-Enterprise Program***

All finalized application for funding are in review stage – final awards will be made by the County’s Revolving Loan Committee any day.

### ***2012 Sullivan Renaissance activities***

The planned repaving of the School Street parking area may be delayed since one of the Village’s funding sources (NYS Department of State Senate Member Item grant) remains ‘unfunded’ despite a contract being in place.

### ***Community Calendar***

With input from various community groups, a first version of a Community Calendar (attached) was completed and circulated. Updated versions will be issued every 1-2 weeks, as additional information becomes available.

### ***Liberty Skatepark Location***

The Village Board was briefed by TeamSkate members on May 14 on the discussion about the location – the Village Board expressed general support for the targeted new location at Oberfest Street. Pillar Design, one of the potential builders, will visit the community & site on June 18 to move the project forward.

### ***Swan Lake***

We have obtained a quote (attached) for the planned fountain in Swan Lake, after several contractors bowed out. A quote for installation will follow. If possible, we would like to obtain Town Board approval to order the fountain as described.

## **Court**

No Report received

## **Town Clerk**

Conservation	8
Marriage Licenses	9
Marriage Certificates	8
Photo copies	11
Dog Licenses	34

Cancelled the Rabies Clinic for June will look to have something in July or August along with an enumeration.

Sent the Administrative Review to General Code. We will then receive the schedule for the production work for editing and printing the new code.

Meetings, minutes, agendas, public notices, etc.

Received our (2) books back from Kofile. They have been re-bound and treated.

Business as usual

## BOARD DISCUSSION

### **Councilperson Chris Austin**

- Wanted to know if Tommy's Towing had completed the Planning Board process.

Supervisor Barbuti advised that he had heard that he may have an interest in the "Global Building".

- Felt that the Democrat did a good job with there write up regarding the Soap Box Derby, but was very disappointed in the Record.

Charlie and Chris will write a letter to the editor.

### **Councilperson Dean Farrand**

- We need to reach out to more people and try to get residents involved with the Mandate Relief

### **Councilperson Thomas Hasbrouck**

- Nothing to report

### **Councilperson Maurice Gerry**

- Nothing to Report

### **Supervisor Charlie Barbuti**

- Tommy's Towing has interest in Global Property
- Democrat did great job with write up with Soap Box Derby

- Disappointed in the Record (Will write letter w/ Chris)
- DEC receptive to language and seem happy
- Has a mtg. w/ Walter regarding the abandonment of the R&M Farms Subdivision
- First Zoning Regulation Comm. mtg. 6/4
- I&I report will be in shortly
- Will be touring the bank bldg on 6/13, Mayor feels there is USDA \$ out there

## **RESOLUTION NO**

### *APPROVAL OF QUOTE FOR PURCHASE & INSTALLATION OF FOUNTAIN IN SWAN LAKE*

**Motion by Councilperson Chris Austin**, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does authorize the purchase and installation of a fountain in Swan Lake at a cost of \$5,005.65 to be paid with money from the Golden Feather Award.

5 Ayes – Carried

## **RESOLUTION NO**

### *APPROVAL OF ELECTRICAL QUOTE SUBMITTED BY G. MEARS ELECTRICAL, INC. FOR THE INSTALLATION OF THE FOUNTAIN IN SWAN LAKE*

**Motion by Councilperson Chris Austin**, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby accept the electrical quote submitted by G. Mears Electrical, Inc. for the installation of the fountain in Swan Lake to be paid for with money from the Golden Feather Award.

5 AYES – CARRIED

## **RESOLUTION NO**

### *PUBLIC HEARING SET FOR THE 2012 SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM*

**Motion by Councilperson Thomas Hasbrouck**, seconded by **Councilperson Dean Farrand**, Pursuant to the requirements of the New York State Office of Community Renewal, the Town of Liberty will conduct a public hearing to obtain the input of citizens, particularly low and moderate income persons, with regard to the Small Cities Community Development Block Grant Program (CDBG). The CDBG program is administered by the NYS Division of Housing & Community Renewal, Office of Community Renewal (OCR). An informational public hearing is scheduled for June 18, 2012 at 6:50 PM at the White Sulphur Springs Firehouse, 3352 State Route, 52, White Sulphur Springs, New York. Citizens are invited to participate in the development of the Town's Community Development project including assessing community development needs and priorities.

At the public hearing the Town will describe the types of grant assistance available from the New York State Office of Community Renewal and will seek comments and suggestions from the public as to proposed uses of Community Development Block Grant funds. The types of activities that may be undertaken with Community Development Block Grant program funds include acquisition and disposition of real property, public facilities and improvements, clearance activities, public services, payment of non-federal share of another federal program, removal of architectural barriers, relocation, rehabilitation and preservation activities, economic development and job creating activities. Approximately \$28 million in CDBG funds are available through the Consolidated Funding Application (CFA) for Public Infrastructure, Public Facilities, Economic Development, Small Business Assistance, NY Main Street and Rural Area Revitalization. The Town will also explain the primary and national objectives of the program, the State's CDBG requirements, the process and timeline for submitting application(s) through CFA and the timing of award announcements.

A draft application for Community Development Block Grant assistance will be reviewed. The Town proposes to submit a fiscal year 2012 Public Infrastructure application in an amount not to exceed \$600,000 to undertake water distribution improvements to serve the White Sulphur Springs Water District. The proposed project will primarily benefit low and moderate income persons. The Town will submit this application through the Consolidated Funding Application (CFA) on or before July 16, 2012. The Town expects that more applications will be submitted to the Office of Community Renewal than can be funded.

Citizens may submit views at the hearing or in written form to Charlie Barbuti, Town Supervisor, Town Hall, 120 North Main Street, Liberty, New York 12754.

5 AYES – CARRIED

## **RESOLUTION NO**

### *AWARD OF BID FOR 1999 FORD RANGER*

**Motion by Councilperson Chris Austin**, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby award the bid for the 1999 Ford Ranger to Brian and Karen Doty in the amount of \$1,657.

5 AYES – CARRIED

## **RESOLUTION NO**

### *MINIMUM RATES*

**Motion by Councilperson Chris Austin**, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby confirm that as per §144-11.1 of the Town of Liberty Code that "Any property that has a water hookup to the town water system will be billed a

minimum rate each billing cycle regardless if the meter has been removed or not" with no exceptions.

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 4:57 p.m. to discuss personnel negotiations and potential litigation.

5 Ayes – Carried

**RESOLUTION NO**

*OUT OF EXECUTIVE SESSION*

**Motion by Councilperson Chris Austin**, seconded by **Councilperson Dean Farrand**, 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 Councilperson Chris Austin, seconded by Councilperson Thomas Hasbrouck, the Town Board does hereby adjourn the meeting at 5:56 p.m.

Respectfully submitted,  
Laurie Dutcher, Town Clerk