

**DEPARTMENT HEAD MEETING
TOWN BOARD OF THE TOWN OF LIBERTY
120 NORTH MAIN STREET, LIBERTY, NY 12754
July 7, 2008**

At the Regular Monthly Department Head Meeting of the Town Board of the Town of Liberty held on July 7, 2008 at 4:00 p.m. at Town Hall, 120 North Main Street, Liberty, New York, the following were present:

Present: Supervisor John Schmidt
 Councilperson Maurice Gerry
 Councilperson Thomas Hasbrouck
 Councilperson Lynn Killian
 Councilperson Clarence Barber

Recording Secretary: Town Clerk Laurie Dutcher

Also present: Water & Sewer Chief Albert Picard
 Code Enforcement Officer Mark VanEtten
 Finance Director Earl Bertsch
 Assessor Kathy Sprague
 Finance Account Clerk Cheryl Gerow
 Deputy Town Clerk Sara Sprague

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

DEPARTMENT HEADS

Highway Department: Emergency – unable to attend

Water & Sewer Department:

- 6/8, 6/10, 6/14 Lightning storms caused a lot of damage **Loomis Sewer** – Pump control panel / pump **Swan Lake WWTF**- Control Panel Inflow Bldg / Generator Transfer switch / Alarm system for bldg. / USB 200 M Modem / NYSEG had to change Pot's out of electric for many hours **Infirmary WWTF** / Metering Equipment located at SLWWTF There were some other small claims to some other Districts in the 2nd & 3rd storms but not enough to notify the Insurance Co.
- Still waiting for new vans
- Summer folks are here – Water up / Sewer Up

- Problems this weekend: Telemetering from Swan Lake tank to the 2 pump houses screwing up, also plugged sewer main mainline.
- Sludge just getting started.
- Loomis Water no problems as of yet. Have not needed deep well yet.
- Kelly looked at BOCES tank and there are problems.

Dog Control: On vacation

Town Clerk/Tax Collector

- Still waiting for abstract of settlement from the County.
- Attended a document imaging class w/ Tim @ SCCC. Not what we expected.
- Grant was unsuccessful. Maureen only had two weeks to submit, not nearly enough time.
- Sent in all updates to General Code.
- Working on records bldg.
- Minutes, agendas, etc.

Code Enforcement Officer:

- Wanted to know if the Town Board still wanted to go ahead with legal proceedings regarding the Willi Hill junk yard.
- Camp next to BOCES has been shut down by the Department of Health for many violations.

Assessor:

- Filed the final roll on 6/26/08 – awaiting litigation filings
- Processing deeds, etc.
- Business as usual

Parks & Recreation : Unable to attend due to emergency

Finance Director:

- Wants to know if the Board wants to keep paying for the payphone on Main Street in Parksville and the payphone at Hanofee Park at \$120.00 per month.
- The County will be taking over Elections starting 2009. The County will be paying for this through the increase in sales tax last year. The Town will not have to include the \$20,000 in the 2009 Budget.

The Town Board advised that they did not see a need to keep the phone in Parksville or at Hanofee Park since it is rarely used and directed the Finance Director to have it turned off.

BOARD DISCUSSION

Councilperson Clarence Barber

- The Highway Dept. is not following the rules in regards to purchasing. He explained that when someone gets fuel the vehicle number, mileage and where the fuel is being used should be recorded. He advised that the Town should have a policy.

Finance Director Earl Bertsch advised that the Town Board needs to set a policy and enforce it.

RESOLUTION NO: -08

FUEL ACCOUNTABILITY POLICY

On a motion by **Councilperson Clarence Barber**, seconded by **Councilperson Thomas Hasbrouck** the Town Board does hereby authorize the Finance Director to add a fuel accountability policy to the existing procurement policies & procedures and to send a memo from the Town Board to the Department Heads notifying them of this new policy and its intended enforcement.

5 AYES

Carried

Councilperson Lynn Killian also suggested that Departments plan trips and try to cut back there consumption of fuel as much as possible with skyrocketing costs.

- Swan Lake residents do not feel that the littering fines are steep enough to deter littering.
- What is happening with the White Sulphur sign?

Supervisor Schmidt had a sample of a resin sign from Gozza's Printing Co. and he will look into it further.

RESOLUTION NO: -08

AUTHORIZE SUPERVISOR TO ORDER ONE SIGN FROM GOZZA PRINTING CO.

On a motion by **Councilperson Maurice Gerry**, seconded by **Councilperson Thomas Hasbrouck** the Town Board does hereby authorize the Supervisor to order one (1) resin sign from Gozza's Printing at a cost of \$400.

5 AYES

Carried

Supervisor John Schmidt

- Handed out proposals for engineering fees for the Swan Lake sidewalks, will discuss at next meeting
- Was advised by Heinrich that there is money to pave the parking lot to the tree line by Parks & Rec.
- Wanted to know if anyone knew how the Village felt about the consolidations recommendations.

RESOLUTION NO. -08

ELLIS WOODWORKING, INC. LOW PROPOSAL ACCEPTED TO REPLACE ROOF AT SENIOR CITIZEN'S CENTER

On a motion by **Councilperson Lynn Killian**, seconded by **Councilperson Thomas Hasbrouck** the Town Board does hereby accept the low proposal submitted by Ellis Woodworking, Inc. in the amount of \$15,300 for the replacement of the roof at the Senior Citizen Building. Upon receipt of the required insurance certificate a contract signing will be scheduled.

5 AYES

Carried

RESOLUTION NO. -08

BID DATE SET FOR JOINT FUEL BID

MOTION by **Councilperson Clarence Barber**, seconded by **Councilperson Thomas Hasbrouck** to set joint fuel bid opening date for 8/14/2008 at 11:00 a.m. in the Town Clerk's Office for the following Towns & Village:

- Town of Liberty
Town of Rockland Town of Fallsburg
Town of Bethel Village of Liberty

5 AYES

Carried

RESOLUTION NO. -08

APPROVAL OF EMERGENCY REPAIRS TO PUMP AT LOOMIS SEWER

On a motion by **Councilperson Lynn Killian**, seconded by **Councilperson Maurice Gerry** the Town Board does hereby approve the emergency repair of a

pump at the Loomis Sewer District, damaged due to lightning, as per proposal by submitted by Pump Service and Supply of Troy, Inc. for a total of \$3, 667.00

5 AYES
Carried

RESOLUTION NO. -08

RE-NOTIFICATION ON ON-PREMISE LIQUOR LICENSE AND REQUEST FOR WAIVER OF 30 DAY WAITING PERIOD BY ROLLING RIVER CAFÉ BAR GALLERY

MOTION by **Councilperson Maurice Gerry**, seconded by **Councilperson Clarence Barber** that the Town Board of the Town of Liberty does hereby have no objection to an On-Premises Liquor License being granted to Rolling River Café Bar Gallery located at 25 Cooley Rd. Parksville, New York 12768 and do hereby grant the 30 day waiver.

4 AYES
1 ABSTENSION – Lynn Killian
Carried

RESOLUTION NO. -08

SET RE-BID DATE FOR 7/24/2008 FOR SURPLUS EQUIPMENT – PARK & REC 1999 DODGE 2500 TRUCK

MOTION by **Councilperson Lynn Killian**, seconded by **Councilperson Thomas Hasbrouck** the Town Board does hereby set a re-bid opening for the sale of a 1999 Dodge 2500 truck declared surplus equipment for 7/24/2008 at 11:00 a.m. at Town Hall, 120 North Main Street, Liberty. An ad will be put into the Catskill Shopper with a picture and a Legal Notice will be put in the Sullivan County Democrat.

5 AYES
CARRIED

RESOLUTION NO. -08

EXECUTIVE SESSION

MOTION by **Councilperson Thomas Hasbrouck**, seconded by **Councilperson Clarence Barber** the Town Board does hereby go into Executive Session to discuss personnel salaries.

**5 AYES
CARRIED**

RESOLUTION NO. -08

OUT OF EXECUTIVE SESSION

MOTION by Councilperson Thomas Hasbrouck, seconded by **Councilperson Lynn Killian** the Town Board does hereby come out of Executive Session to discuss personnel salaries.

**5 AYES
CARRIED**

RESOLUTION NO. -08

SUBMIT ORIGINAL SALARY PROPOSAL

MOTION by Councilperson Lynn Killian, seconded by **Councilperson Thomas Hasbrouck** the Town Board does hereby decide to submit original salary proposals.

**5 AYES
CARRIED**

ADJOURN

On a motion by Councilperson Lynn Killian, seconded by Councilperson Thomas Hasbrouck and carried, the Town Board adjourned the meeting at 5:36 p.m.

Respectfully submitted,

Laurie Dutcher,
Town Clerk