

**TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
September 8, 2015**

At the Dept. Head Meeting of the Town Board of the Town of Liberty held on September 8, 2015 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 Dean Farrand
Councilperson Russell Reeves
Councilperson Brian McPhillips

Absent: Councilperson Hasbrouck

Recording Secretary: Town Clerk Laurie Dutcher

Also present: Finance Director Earl Bertsch

Budget Coordinator Cheryl Gerow
Assessor Deborah Shea
Water & Sewer Foreman Thomas Kehrley
P&R Director Brian Scardefield
Dave Ohman of Delaware Engineering
Dan Fagnani of Delaware Engineering
CEO Mark VanEtten
Carmen Malanka Confidential Secretary
Sara Sprague Deputy Town Clerk
Joel Rosenfeld

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

RECOGNIZE THE DEPARTMENT HEADS

(Reports as submitted by the Dept. Heads)

ASSESSOR

Ongoing Monthly Updates:

Updating files; processing deeds; field work; pictures, etc.

Processing Star renewals for our Trailer Parks. Trailer Parks are renewed earlier in the year because of owners moving in and out during the spring and early summer months.

Bob Buell from NYS Dept. of Tax & Finance fixed the mailing address problem we had with the V4 program and an updated file was sent to Dave Brokaw for the School Tax Bills.

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August 5th we had the 2nd meeting with the BAR for any changes to the 2015 roll. Changes to the roll we are removing the county exempt exemptions for the property sold in the tax sale and NYS removing two star exemptions.

I have five small claims petitions that I am getting ready for. I do not have a date for the hearing as of yet.

Otherwise, business as usual

HIGHWAY

- August 3 - Replace pipes on Old Monticello Road
Patch
Work on trucks/equipment in shop
Work at gravel bank
- August 4 - Replace pipes on Old Monticello Road
- August 5 - Mow shoulders
Work at gravel bank
Patch
Replace pipes on Old Monticello Road
- August 6 - Work at gravel bank
Work on trucks/equipment in shop
Mow shoulders
Work on Old Monticello road
- August 7 - Work on Old Monticello Road
Clean Town of Rockland paver before returning it
Patch
Mow shoulders
Work at gravel bank
- August 10 - Grade Ward Road
Ditch Old Monticello Road
Replace pipe Mineral Springs Road
Patch Loomis road
Work at gravel bank
Mow shoulders
Work on trucks/equipment in shop
- August 11 - Haul stone
- August 12 - Haul stone

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- August 13 - Grade/ditch Cattail Road
Ditch Radcliff Road
Haul stone to Old Monticello Road
Patch
Work on trucks/equipment in shop
- August 14 - Haul stone to Old Monticello Road
Patch
Mow shoulders
Work on trucks/equipment in shop
Work at gravel bank
- August 17 - Ditch Cattail Road
Ditch Old Monticello Road
4 trucks to Town of Rockland
Work at gravel bank
Work on trucks/equipment in shop
Inventory signs
Patch
- August 18 - Ditch Twin Bridge Road
Patch
3 trucks to Town of Rockland
Work on trucks/equipment in shop
Work at gravel bank
- August 19 - Ditch Twin Bridge Road
Patch
Haul Stone
Work at gravel bank
Inventory signs
Work on trucks/equipment in shop
- August 20 - Patch Townsend Road
Raise Old Monticello road
Work on trucks/equipment in shop
- August 21 - Raise Old Monticello Road
Clean up trees
- August 24 - Ditch Old Monticello Road
Patch
Mark roads
Work on trucks/equipment in shop

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- Haul stone
- August 25 - Ditch Old Monticello Road
Patch Cold Spring Road
Patch Ferndale Loomis Road
Work on trucks/equipment in shop
Work at gravel bank
- August 26 - Grade Twin Bridge Road
Patch Loomis
Patch Barton Road
Work on trucks/equipment in shop
Inventory signs
Work at gravel bank
- August 27 - 4 trucks to Town of Callicoon
Move equipment
Ditch Devaney Road
Patch
Work on trucks/equipment in shop
- August 28 - Pave Twin Bridge Road with trucks from: Town of Bethel, Town of Fremont, Village of Liberty
- August 31 - Pave Twin Bridge road with trucks from: Village of Liberty, Town of Bethel

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WATER & SEWER

The water & sewer dept has survived another high water and sewer usage season. I have included in this month's report, the water usage sheets for the water districts. Water usage in all of the big water districts for 2015 is up from last year.

Sewer average of approximately 300,000 to 325,000 gallons were seen at the Swan Lake plant. Again this year there were problems with total solids in the ditch at almost twice the optimum levels and a very hard time with the oxygen level in the ditches with all air compressors running of only a .1 to .2 dissolved oxygen level which is not conducive with happy bugs.

Loomis sewer flows for June of 43,000, July of 26,000, and Aug. of 22,000. Phosphorous levels for June were 3.2, July 3.0 and Aug 3.8. The .5 level they had wanted us to get to was way out of that range.

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Delaware has completed plans for WSS and Ferndale water main replacements to D.O.H.. I spoke to Glen Illing and told him that we have a short time to get both done by winter and he said he would try and get through them asap.

The August 21 power failure resulted in a leak on a service line on the White Sulphur Road. The well was running when the power was cut and the resulting water hammer and aging saddles on the existing transcite main caused the service tap to leak. The power failure on Sept 1st as if the time of this report has not caused any leaks.

The August Loomis Consent list was again done ahead of schedule with the plugging of 3 leaks in the Neff septic tank. The hole in the septic tank floor was leaking in at approximately 1.5 g.p.m or 2200 gallons a day. Work on the BOCES line is still proceeding forward and should be the last item to be completed.

Delaware Engineering should have some ideas and prices for the sludge processing structure of the Swan Lake plant. The plant has been keeping up with sludge for the past few weeks due to the extended nice weather. I have also spoken to Mr. Weiss on the installation of the sewer meter at the Hotel. The salesperson from PCS pump was also on site to look at the location and is going to send the Town some updated information on fiberglass monitoring manholes that could save them some money.

Anything else that may arise prior to the meeting.

CEO

Building Department:

Building permits issued – 24

Building permits closed – 15

Complaints – 16

Complaints closed – 5

Planning Board:

New applications – 3

Approved applications – 1

Local Law - 1

Zoning Board of Appeals:

New applications – 1

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Approved applications – 0

PARKS & RECREATION

The pool is closing up for the season on August 30th. The health department approved the plans for us to have CO2 installed at the pool to help lower the PH which in turn will help us use less chlorine.

I received quotes on replacing the chain link fencing around the Walnut Mountain Baseball field. Sullivan Fencing came in the lowest and they plan on starting in September.

The Swing Shift Concert on August 13th went well. Around 65 people showed.

Our Liberty Warriors youth tackle football and cheerleading is up and running. We ended up with 60 football players and 15 cheerleaders. Games begin in September.

We are setting up our fall programming. We will be offering Disc Golf pick-up games on Wednesday evening starting in September for adults, the school walking program will begin in October, and some youth programs that we are still working on.

The Eagle Scout installed the Trail Map signs at Walnut. They came out really nice. We just have to finish up some landscaping around them.

I had trail head signs made up and also a directional sign for Walnut that will be installed soon. Some of the signage will be paid for from Mr. and Mrs. Lubins donation that they made to our department.

We replaced the boards on the front of the stage because the old ones were starting to rot.

DCO

No Report

TOWN CLERK/TAX COLLECTOR

Licenses:

Marriage Licenses	8
Marriage Certificates	7
Building Permits (Collection of \$)	36
Dog Licenses	45
Replacement Tags	1
Photo Copies	24
EZ Pass	11
Peddlers Permit	1
Conservation	13

FINANCE

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Met with CEO of NBDC Bank regarding submitting interest rate proposals for the financing of the Ferndale Water District Improvements

Attended webinar with EFC and DOH regarding an overview of the 2016 revolving fund and grant opportunities.

Prepared 2016 Tentative Budget and scheduled work sessions with departments

Received confirmation from EFC stating MWBE goals do not apply to Billman Ross Associates for Loomis Sewer Phase I

Submitted application to NYS EFC for the NYS Water Grants Program on behalf of the Loomis Sewer District

Attended Public Hearing for EFC Grant Application for the Loomis Sewer District in Albany

Worked on obtaining data needed for the filing of Form 1095-C for the Affordable Care Act

Started to work on receiving information needed for EFC grant for the Stevensville Water District to be submitted in 2016

All other daily duties and responsibilities

COURT

V&T Received	573
V&T Appearances	221
Criminal Appearances	Not Available
Ordinance Appearances	0
Civil Appearances	17
Total Fines Collected	\$61,872.60
Total Fines to Town	Not available
Total Fines to Village	Not available

CORRESPONDENCE

1. A letter from Helene Shepard regarding a water bill for property located at 2714 State Route 52.
2. A letter from Edmund Schwesinger, Jr. regarding blocked access to his property located on Fishman Rd.
3. A certificate from the NYS Department of Taxation & Finance regarding the final State Equalization Rate for the 2015 Assessment Roll.
4. Water usage charts from the Water & Sewer Department.

BUSINESS

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RESOLUTION NO 181-15

APPROVAL OF MINUTES

Motion by Supervisor Charles Barbuti, seconded by **Councilperson Brian McPhillips**, the Town Board of the Town of Liberty does hereby approve the 8/17/15 minutes as submitted.

4 AYES - Carried

1 Absent - Councilperson Hasbrouck

RESOLUTION NO 182-15

APPROVAL OF RESOLUTION FOR THE AFFORDABLE CARE ACT

Motion by Supervisor Charles Barbuti, seconded by **Councilperson Russell Reeves**, the Town Board of the Town of Liberty does hereby approve the following resolution:

The Affordable Care Act requires positions that do not submit a time sheet to have minimum hours worked set by the board for the following positions:

- Town Clerk 120 hours per month
- Supervisor 120 hours per month
- Highway Superintendent 120 hours per month
- Dog Control Officer 120 hours per month
- Town Justice 45 hours per month
- Councilperson 37 hours per month
- Town Attorney 36 hours per month
- Planning Board 4 hours per meeting
- Zoning Board 4 hours per meeting
- Board of Review 8 hours per meeting
- Health Officer 1 hour per month
- Town Historian 1 hour per month

These hours are based in part on what is reported if they are a member of the NYS Retirement System.

3 AYES – Carried

1 NO-Councilperson Brian McPhillips

1 Absent - Councilperson Hasbrouck

Old Business

Discussion regarding the mold remediation and clean-up

- Clean visible mold
- Replace and remove ceiling tiles with visible mold

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- Councilperson Reeves will order one new dehumidifier
- Put dehumidifiers on timers

The Town Board set a meeting for 09/28/15 at 6:00 p.m. to discuss the mold remediation/relocation. A notice will be sent to all Town Hall employees and Parks & Recreation.

ADJOURN

On a motion by Councilperson Brian McPhillips, seconded by **Supervisor Charles Barbuti**, the Town Board does hereby adjourn the meeting at 5:46 p.m.

Laurie Dutcher, Town Clerk