

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

October 5, 2009

At the Regular Monthly Department Head Meeting of the Town Board of the Town of Liberty held on October 5, 2009 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: Town Attorney Kenneth Klein
Water & Sewer Chief Albert Picard
Highway Superintendent Timothy Pellam
Deputy Highway Superintendent John Lennon
Code Enforcement Officer Mark VanEtten
Parks & Recreation Director Brian Scardefield
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:

- Midway Bridge is in
- Rip Rap on Midway is done
- Taylor Rd. is passable
- Tanzman Rd. has been oiled and stoned
- Blacktopped Denman from Rt. 52 to bridge, will be doing the other ¼ mile on 10/6/09
- Breezy Hill Rd bid came in at \$175,000, Kelly Eng. estimate was \$56,000 will need to get more bids.

Water & Sewer Department:

- Pneumonia problem in Loomis, Terry Kelly sent a letter to John Sansalone
- RVC filters-would need study & spedes permit

- Still working on repairs at Stevensville Water District-3 lightning strikes- already received payment for 2- waiting for payment 3rd one
- Looking for leak in Swan Lake – think that it is between the 2 lakes
- Two men will be leaving, looking to only replace one and are trying to find someone who is already licensed. It costs about \$4,000 to send men to school.
- Need lightning arresters
- ISO Inspection completed for the Swan Lake Fire District.

Dog Control:

- August
 - 1102 miles
 - 86 calls
 - 7 dogs picked up
 - 5 dogs at kennel
- September
 - 1109 miles
 - 115 calls
 - 9 dogs picked up
 - 3 at kennel

Has an evasive dog running around the Village and Town. Would like to look into buying a tranquilizer gun.

Code Enforcement Officer:

- 16 Building permits issued
- 12 Violations
- Business as usual

Assessor:

- 911 data-base update
- Pictures
- Exemption Updates
- Destroying / updating files

Information:

- Received rent roll and financial statements with Barkley Gardens
- The Town was awarded no changes on the two small claims filed
- Many inquiries of school tax installments
- 59 N Main St.-lack of maintenance-Pam Winter's closed the building
- BAR meeting on 10/27 to clean up exemptions for Jan tax roll

Parks & Recreation:

- Halloween Parade on 10/31. Liberty Fire Police will be blocking the road
- Parks are closed winterizing things
- John Ellis replaced the steps to the Senior Citizen Center did a nice job
- Good start for Fall Programs
- Pee Wee Football has 57 kids and 4 teams

- AYSO Soccer fundraiser for bathrooms at Walnut Mt.

Town Clerk

- NYSDEC has repealed section 215 of the Open Burning regulations, have sent letters w/ a copy of the new regs to the 225 Town of Liberty burning permit holders.
- Will now be able to burn limbs & branches only with no permit needed.

Finance Director:

- Will borrow for one year what was spent this year on the Emergency road repairs
- 2010 will issue bonds and will need to pay in 5 years
- Has a question on where the money for the sale of the Kelly Bridge Property needs to go.

RESOLUTION NO. 186-09

LIST KELLY BRIDGE PROPERTY

MOTION by Councilperson Thomas Hasbrouck, seconded by Councilperson Lynn Killian, the Town Board of the Town of Liberty does hereby agree to list 19 acres of Town owned property on Kelly Bridge Rd.

5 AYES - Carried

BOARD DISCUSSION

Councilperson Clarence Barber

- Wanted to know if anyone had any information regarding the consolidation of water districts and the effect it would have on future grants.

Finance Director Earl Bertsch advised that they had not started working on that yet that it would be after the budget process.

Councilperson Lynn Killian

- The Liberty Harvest Festival is on 10/10
- The new president of the Liberty Chamber of Commerce is Ron McGrath

Councilperson Thomas Hasbrouck

- Nothing to report

Councilperson Maurice Gerry

- Nothing to report

RESOLUTION NO. 187-09

APPROVAL OF THE 2009-2012 SNOW & ICE CONTRACT

MOTION by Councilperson Clarence Barber, seconded by Councilperson Thomas Hasbrouck

WHEREAS, the County of Sullivan and the Town of Liberty entered into contract for Snow and Ice control on County Roads from July 1, 2009 through June 30, 2010;

WHEREAS, the contract states the Town will be paid the amount Sullivan County received from the State of New York for snow and ice control on state highways the previous snow and ice season; and

WHEREAS, the County of Sullivan was paid the rate of \$4,692.00 per centerline mile for the 2008-2009 contract year; and

WHEREAS, said section of the Highway Law of the State of New York requires the approval by resolution of each of the legislative bodies of such County, Towns;

NOW, THEREFORE, BE IT RESOLVED, that the County of Sullivan pay the amount of \$4,692.00 per centerline mile for two lane highways and \$7,038.00 for three lane highways to the Town for the contract year July 1, 2009 – June 30, 2010.

PRESENT:

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

The following resolution was duly adopted.

RESOLUTION NO. 188-09

APPROVAL TO PAY ELLIS WOODWORKING \$1,900 FOR COMPLETION OF STEPS AT SENIOR CITIZEN CENTER

MOTION by Councilperson Lynn Killian, seconded by Councilperson Thomas Hasbrouck, the Town Board of the Town of Liberty does hereby give approval to pay Ellis Woodworking the balance due of \$1,900 for the completion of the steps at the Senior Citizen Center;

5 AYES - Carried

RESOLUTION NO. 189-09

AUTHORIZE THE START OF THE BID PROCESS FOR THE LIBERTY SKATE PARK

MOTION by Councilperson Lynn Killian, seconded by Councilperson Thomas Hasbrouck, the Town Board of the Town of Liberty does hereby authorize CDC Director, Heinrich Strauch to work with the Town Engineer to compile a bid package for the skate park.

5 AYES - Carried

RESOLUTION NO. 190-09

ACCEPT LOW PROPOSAL FOR FUEL SYSTEM

MOTION by Councilperson Thomas Hasbrouck, seconded by Councilperson Clarence Barber, the Town Board of the Town of Liberty does hereby accept the low proposal submitted by Conklin Services & Construction, Inc. in the amount of \$16,939.00 for a fuel system for the Town of Liberty Highway Dept.

5 AYES - Carried

BUDGET WORKSESSION

The Board went over the budgets submitted by the Town Clerk/Tax Collector, Assessor and Dog Control Officer.

It was agreed that \$4,000 would be eliminated from Administrative Equipment Fund Reserve.

M&T Bank would be asked to waive the \$2,400 charged for processing lockbox payments.

Dog Control fee increases should raise the revenue by \$500 thereby reducing the fund by \$1,000.

On a motion by Councilperson Thomas Hasbrouck, seconded by Councilperson Lynn Killian and carried, at 5:15 the Town Board recessed the meeting until 10/7 at 4:00 p.m.

BUDGET WORKSESSION CONTINUED

10/7/2009 4:00 p.m.

The Board went over the Water & Sewer's Budget and was not able to find anything to cut.

The Board then went over the Code Enforcement Officer's Budget and cut \$10,000 from contractual because it was already listed under Safety. Equipment will be checked into and the board will decide from there.

On a motion by Councilperson Lynn Killian, seconded by Councilperson Clarence Barber and carried, at 5:35 p.m. the Town Board recessed the meeting until 10/14 at 4:00 p.m.

10/14/2009 4:00 p.m.

The Board advised that no Elected Officials were getting raises.

The Board went over the Parks & Recreation Budget.

- \$2,500 for Fireworks
- \$2,000 cut back Life Guard hours (May have to close Park at 5:00 3 days a week for safety purposes)
- \$2,000 Concession – Possibly contract concession out. Will send out RFP's

The Board went over the Justice Courts Budget.

- \$1,000 Equipment
- \$1,500 Contractual

The Board went over the Highway Depts. Budget

- \$15,000 Eliminate 3 seasonal positions
- \$50,000 Capital Reserve for new truck
- \$6,000 Cleaning / Rug rental
- \$10,000 Summer/winter fuel

Liberty CDC

- \$12,500

Building Dept.

- \$6,000 Equipment
- Eliminate pay for Planning & Zoning Meetings making it comp time.

Assessor

- \$2,000 Cut John Terry's time in half
- \$1,000 mileage / contractual
- John Terry must use the Town Vehicle

Will look up IRS regulations for taking Town vehicles home.

RESOLUTION NO. -09

NO HIRING WITHOUT BOARD APPROVAL FOR ALL POSITIONS

MOTION by Councilperson Thomas Hasbrouck, seconded by Councilperson Clarence Barber, the Town Board of the Town of Liberty does hereby set a rule that no position will be filled without prior Board approval and this will apply to all positions.

4 AYES - Carried

1 Absent – Councilperson Killian

RESOLUTION NO. -09

SET PUBLIC HEARINGS FOR 2010 BUDGET

Department Head Mtg.
October 5, 2009 Continued

MOTION by Councilperson Thomas Hasbrouck, seconded by Councilperson Maurice Gerry, the Town Board of the Town of Liberty does hereby set the following times for the Public Hearings for the 2010 Budget:

5:30 p.m. Infirmiry Rd. Sewer District
5:35 p.m. Loomis Sewer / Loomis Sewer District Ext.
5:40 p.m. Swan Lake/ Briscoe Consolidated Sewer Dist.
5:45 p.m. Youngs Hill Sewer Dist.
5:50 p.m. Town of Liberty 2010 Preliminary Budget

4 AYES - Carried

1 Absent – Councilperson Killian

Motion by Councilperson Clarence Barber, seconded by Councilperson Thomas Hasbrouck, the board adjourned the meeting at 6:40 p.m.

Respectfully submitted,

Laurie Dutcher, Town Clerk