

TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
October 7, 2013

At the Dept. Head Meeting of the Town Board of the Town of Liberty held on October 7, 2013 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 Chris Austin
Councilperson Dean Farrand
Councilperson Maurice Gerry

Recording Secretary:

Town Clerk Laurie Dutcher

Also present:

Town Attorney Kenneth Klein
Finance Director Earl Bertsch
Water & Sewer Supervisor Albert Picard
Assessor Kathy Sprague
Park & Recreation Director Brian Scardefield
Code Enforcement Officer Mark VanEtten
CDC Director Heinrich Strauch
Budget Coordinator Cheryl Gerow
Deputy Town Clerk Sara Sprague
Court Manager Denise Curry
Joanne Gerow, DCO
Matt DeWitt, Highway Foreman
Joe Lieberman

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

CORRESPONDENCE

1. A letter from Morton Neufeld thanking the Town Board and Tim Pellam for replacing the guardrail on Lily Pond Rd.
2. A letter from Gary Silver regarding Belmont Management Co., Inc.
3. A notice from the Delaware River Basin Commission regarding Hudson Valley Foie Gras, LLC., and discharge to a tributary of Special Protection Waters.
4. A letter from the NYS Dept. of Transportation regarding an update to small urban area boundaries.
5. A letter from John Bonacic requesting the town to identify any projects they wish to seek funding for.

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.
- Received the posters/pamphlets for the re-registering of the basic STaR with many calls from the Public and owners coming into the office regarding the re-registering requirement. Also, John Wolham Director of the State Office of Real Property has been going to other municipalities for presentation on the new requirement. If the Town is interested, I'm sure he would put on one
- Many court conferences are being scheduled now and for October
- The enhanced STaR renewal applications were mailed
- I received a copy of the Liberty school's resolution on the first-time homebuyers exemption, along with the Village of Liberty
- County would like Municipal sharing of an Attorney – Article 7-Certiorari's, (I'll supply more information when received)
- Data base received from the County regarding Solid Waste for the Assessor's to review
- The Board of Assessment Review is scheduled to meet 10/08/2013 to make necessary changes to the assessment roll based on my petitions
- Having problems with the reports menu in V-4, the State will need to review our data-base to see why not all the special districts are reflected in the process
- Village Clerk submitted a copy of a possible agreement (2nd one) for Belmont Management for a tax benefit and Belmont will be supplying me with the detailed rent-rolls, and other various documents for review. If approved it would be effective for the 2014 assessment roll due to the taxable status date of 03/01
- Re-visit the list of changes to the property resulting in a no change of assessment and the Board's comments

Otherwise conducting business as usual and keeping again, very, very busy!

HIGHWAY

The following is a list of roads that have been completed as of September 30, 2013:

East Hill Road, 1 mile, reclaimed and double sealed

Heinle Road, 1 mile, reclaimed and double sealed

Kelly Bridge Road, 2 miles, reclaimed and double sealed

Anderson Road, 1.6 miles, reclaimed and double sealed

Old Lily Pond, .7 miles, reclaimed and double sealed

Snow Hill Road, .5 miles, reclaimed and double sealed

Fox Mountain Road, .7 miles, paved and sealed

Golub Hill Road, .4 miles, paved and sealed

Asthalter Road, .2 miles, paved

Highview, .1 miles, paved

Frankie Lane, .3 miles, sealed

Post Road, .4 miles, double seal coat

Edgewater Drive, .3 miles, sealed

Wade Road, .8 miles, sealed

Complete fixing Ahrens Road from flooding on August 9, 2013

Received plans from Kelly Engineering for culvert project on Aden Road as a result of the flooding on August 9, 2013. Contacted contractors to receive quoted on project and only received a quote from Gary Meyers for \$54962.00. Work will begin October 7, 2013.

Guard rail on Lily Pond Road has been fixed.

Wing Wall on bridge on Hall Hill Road has been replaced.

Making/hauling sand

Fixing pot holes

Sold the Towmaster Trailer for \$5700.00

Received the GMC Dump Truck from Water and Sewer

Starting to suck up leaves from culverts

A new engine was needed for the screening plant

WATER & SEWER

CEO

Building Permits **16**

Building Permits closed **15**

Complaints **15**

Complaints Closed **15**

Planning Board new applications **1**

Planning Board approved applications **4** and **0** denied

Zoning Board new applications **1**

Zoning Board approved application **0**

PARKS & RECREATION

The Renegade Bike Club held their Mountain Bike race on September 22nd. All went well. The park attendants cleared all the overgrowing brush along the carriage trails at Walnut.

We are currently taking registration for our Fall programs. We are offering youth bowling, walking program, men's competitive volleyball and CPR/AED training courses. We are also sponsoring our NY City Day Bus Trip on November 23rd.

Our annual Halloween Parade will be held on Saturday, October 26th.

Our youth football and cheerleading program will be ending on October 19th.

I would like to receive approval to replace the roof on the pool building and community pavilion (the pavilion on the side of the lake that sits back in the woods) at Hanofee Park. Both roofs are getting in rough shape. B.O.C.E.S. said they would do the work.

Louie from Floyd and BoBo's has contacted me about adding another sculpture in the stage lawn area. I am OK with it as long as he gets Town Board approval.

AYSO is using the soccer field at Walnut for their soccer season.

As of October 1st the parks closed for the season. We are currently closing down the buildings and picnic areas.

DCO

8 dogs picked up

1 dog bite on Carrier St. doing a dangerous dog proceeding

Rodent problem at the kennel

Relationship with Fallsburg for 15 months- going great no problems

County very slow only 1 call this year

People have no \$ and are abandoning animals

Is interested in being the constable on Friday nights & Sunday for the Town – need this service before something tragic happens.

Advised the Town that there are over 200 outstanding parking tickets and most of them are from full-time residents.

Advised that there are only 2 places in the Code that prohibits parking. Could be written from Village Code.

Ken advised that he would like it to be written from Town Code and that it could be done very easily.

TOWN CLERK/TAX COLLECTOR

Licenses:

Conservation	15
Firework Permit	1
Marriage Licenses	14
Marriage Certificates	7
Building Permits (Collection of \$)	22
Photocopies	14
Dog Licenses	57

FINANCE

Communicated with SC Sheriff's Department, Marshall and Sterling and the County regarding Constable.

Revised Infirmary Road Sewer contract with the Village.

Submitted possible claim to Marshall & Sterling

Submitted Workers Compensation claim to County

Presented 2014 Budget

Reviewed bids for the Indian Lake Sewer Line Replacement

All other daily duties and responsibilities

CDC

Liberty Main Street Grant

Remaining projects have completed their work: New bus shelter has been installed and Liberty Museum has made improvements to use barn structure in back. All paperwork has been submitted to NYS for reimbursement. This completes the active phase of the grant. All property owners are under obligation to maintain their improvements for 5 years.

Liberty Theatre building owner continues discussions with Labor Department. Village will try to assist to get situation resolved. Public safety issues need to be addressed.

Liberty Skatepark

Partial site excavation and drainage to be done in October to stabilize for winter. On-site construction of concrete elements in spring 2014.

Community Kitchen project

Preliminary plans for kitchen at CCE facility have been completed, to be reviewed by County (as building owner). Target is to begin construction in December for opening in February/March 2014. Training & information session for potential users scheduled for October 17.

Miscellaneous:

- Working with court office to apply for grant funding under JCAP 2013/14
- Potential fall beautification project at Ferndale
- Scarecrow project/contest under way until 10/26

COURT

August

V&T Received	479
V&T Appearances	312
Criminal Appearances	462
Ordinance Appearances	38
Civil Appearances	31
Total Fines Collected	\$76,224.00
Total Fines to Town	Not available
Total Fines to Village	Not available

BOARD DISCUSSION

RESOLUTION NO

APPROVAL OF HCR AS LEAD AGENCY FOR THE RECREATE NY HOME BUYOUT PROGRAM & AUTHORIZE THE SUPERVISOR TO SIGN

Motion by Councilperson Dean Farrand, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby concur with the HCR's assumption of Lead Agency status for the coordinated environmental review for the Recreate NY Home Buyout Program and authorizes the Supervisor to sign the request form.

5 AYES CARRIED

Memo from P&R Director request to spend up to \$18,000 from the Park Capital Reserve Fund HH 7110.3. to put metal roofing on the Pool Building & Community Pavillion at Hanofee Park.

The Town Board directed the Town Attorney to draw up the necessary paperwork for the 10/21/2013 mtg.

RESOLUTION NO

RESOLUTION AUTHORIZING THE LIBERTY TOWN CLERK TO SELL E-Z PASSES IN THE CLERK'S OFFICE

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby authorizes the Liberty Town Clerk to sell E-Z passes in the Clerk's office provided all legal requirements are complied with.

5 AYES CARRIED

RESOLUTION NO

ACKNOWLEDGEMENT OF AUDIT FOR LOCAL COURT RECORDS

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby acknowledge that the required audit was conducted of the local court's records.

5 AYES CARRIED

RESOLUTION NO

AUTHORIZE THE SUBMISSION & ADMINISTRATION OF GRANT THROUGH JCAP OFFICE OF COURT ADMINISTRATION

Motion by Councilperson Chris Austin, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby authorize the submission and administration of a grant application through the 2013-14 Justice Court Assistance Program of the State of New York, Office of Court Administration, for funding in the amount of \$30,000.

5 AYES

CARRIED

BOARD DISCUSSION

COUNCILPERSON DEAN FARRAND

- Nothing to report

COUNCILPERSON CHRIS AUSTIN

- Would like Ken send a letter to Fancher's Trailer Park regarding the I&I issue. Would also like the Supervisor to contact Jill Weher about getting a generator for the Ferndale Water Plant.

COUNCILPERSON THOMAS HASBROUCK

- Unhappy with the Postal Service

COUNCILPERSON MAURICE GERRY

- Nothing to report

SUPERVISOR CHARLIE BARBUTI

- **Would like to set a meeting policy regarding cancellations. It was agreed that during inclement weather if the school cancels after school activities the Town will cancel the meeting and have it the following Tuesday.**

Dept. Head Mtg.
10/7/2013 Continued.....

- Orseck encroachment – Will have Ken write a letter
- Steven Kurlander – the Board will take no action regarding his outreach letter

ADJOURN

On a motion by Councilperson Chris Austin, seconded by Councilperson Dean Farrand, the Town Board does hereby adjourn the meeting at 6:05 p.m.

Respectfully submitted,

Laurie Dutcher

Laurie Dutcher,

Town Clerk

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