

**DEPARTMENT HEAD MEETING
TOWN BOARD OF THE TOWN OF LIBERTY
120 NORTH MAIN STREET, LIBERTY, NY 12754
November 2, 2009**

At the Regular Monthly Department Head Meeting of the Town Board of the Town of Liberty held on November 2, 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
 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:

- Finished paving Denman & Huschke Rd.
- Werlau Construction was moving equipment to Breezy Hill Rd.
- Melton Subdivision-engineer didn't show up for meeting. Water running down the middle of the road. E-mailed pictures to Eric Melton
- Putting sanders on trucks
- Guardrails being delivered to Midway Rd. for bridge
- Bridge in by Woods need to be assembled and installed

Water & Sewer Department:

- Purchased safety jacket's for men
- Ready to submit insurance claim for 8/21/09 lightning hit
- Still waiting for lightning rod protection for WSS & Sherwood pump houses
- Hydrant flags going up, winterizing hydrants
- Cleaning up some small projects

- Working w/ Kelly Eng in regards to getting permit to do Loomis-Ferndale Interconnect
- Met w/ Earl, John & Terry to see what is on the pipeline for next year
- Two men leaving trying to get Ed & Damon up to speed. Stacy will work in sewer plant. He will need assistance from Tom & Albert to get his feet wet. Will be short handed for a while until they can get somebody on board.

Dog Control:

- 1165 miles
- 9 dogs picked up
- 3 dogs at kennel
- Passed both portions of the Ag & Market inspections

Code Enforcement Officer:

- 20 Building permits issued
- 20 violations
- 59 Building inspections
- 2 Village inspections
- Bad boy list meeting on 11/10 @ 4:00 p.m.

Assessor:

- Public Hearing for Solid Waste Management on 11/12
- Passed out copy of proposed Local Law for Solid Waste Management to the Board members
- Business as usual

Parks & Recreation:

- Absent (Pouring concrete at Walnut Mt.)

Town Clerk

- Elections on 11/3 machines have all been delivered, set up, bags and supplies picked up
- Working on minutes and agendas
- Last day to collect water bills so that re-levies can be prepared

BOARD DISCUSSION

Councilperson Clarence Barber

- Nothing to report

Councilperson Lynn Killian

- Farmland Protection Plan Mtg. 11/17 7:00 p.m. Liberty Middle School Cafeteria

- Would like it to go on the Town Website

Councilperson Thomas Hasbrouck

- Nothing to report

Councilperson Maurice Gerry

- Nothing to report

RESOLUTION NO. -09

ISABEL CORP dba CHARLIE'S RESTAURANT & PIZZA GRANTED 30 DAY WAIVER FOR ON-PREMISES LIQUOR LICENSE RENEWAL

On a motion by Councilperson Thomas Hasbrouck, seconded by Councilperson Clarence Barber, Councilperson Lynn Killian abstaining, the Town Board of the Town of Liberty does hereby have no objection to an On-premises Alcoholic Beverage License renewal being granted to Isabel Corp dba Charlie's Restaurant & Pizza, located at 2010 State Route 17, Parksville, NY and do hereby grant the 30 day waiver.

4 AYES - Carried
 1 Abstension-Councilperson Killian

Finance Director Earl Bertsch sent a memo regarding vehicle usage and advised that the Town needed to have an updated list for any employees taking vehicles home.

RESOLUTION NO. -09

APPROVAL OF THE TOWN OF LIBERTY FEE SCHEDULE

MOTION by Councilperson Thomas Hasbrouck, seconded by Councilperson Clarence Barber, the Town Board of the Town of Liberty does hereby approve the following fee schedule:

Town of Liberty Fee Schedule			
Dog Control Fees:			
Licensing:			
Spayed/Neutered	\$		7.50
Unspayed/Unneutered	\$		15.50
Seniors (60 and over) exempt from \$5.00 local fee			
Purebred License:			
1-10 dogs	\$		25.00
11-25 dogs	\$		50.00
over 25 dogs	\$		100.00
an additional \$3.00 fee for each dog over 4 months that is unspayed/unneutered			

Replacement Tags					\$	3.00	
Surrender Fee							\$ 100.00
Impoundment (Seizure) Fee					1st offense:	\$	40.00
					each subsequent offense within 12 months:	\$	75.00
Boarding Fees						\$15.00 per day	
Adoption Fee						\$ 35.00	
Town Clerk Fees:							
Marriage Licenses						\$ 40.00	
Marriage Certification						\$ 10.00	
Birth Certification						\$ 10.00	
Death Certification						\$ 10.00	
Photocopies						\$0.25 per page	
Returned Check Fee						\$ 20.00	
Flood Letter						\$ 10.00	
Town Map						\$ 1.50	
County Map						\$ 3.00	
Zoning Book						\$ 10.00	
Sub-Division Book						\$ 12.50	
Highway Opening Permit						\$ 250.00	
Escrow Deposit refundable upon satisfactory completion						\$ 5,000.00	
Road Access Bond							
Residential		\$ 50.00	escrow	\$	-		
Commercial		\$ 250.00	escrow	\$	5,000.00		
Field/Lot Entrance		\$ 50.00	escrow	\$	500.00		
Multiple Residence		\$ 250.00	escrow	\$	5,000.00		
Sub-division		\$ 250.00	escrow	\$	5,000.00		
Other		TBD by Board	escrow	TBD by Board			
plus \$25.00 fee for each inspection							
Escrow Deposit refundable upon satisfactory completion							

Refuse License:					
Pick-up truck				\$	50.00
1-Ton or over				\$	50.00
Packer				\$	100.00
Container Truck				\$	100.00
Junk Yard License				\$	250.00
Junk Dealer License				\$	5.00
Town Code Book				\$	100.00
Town Code Supplements				\$	25.00
Peddler Permits:					
per day				\$	10.00
per week				\$	50.00
per month				\$	100.00
per year				\$	150.00
Transient Merchant (6 months)				\$	500.00
Transient Merchant-Peddler					
the amount prescribed by peddler and merchant					

	All Users Fee	Resident	Non Resident	Clean-up Deposit
Day Camp				
Full Day--per child		\$ 450.00	\$ 550.00	
Morning--per child		\$ 300.00	\$ 350.00	
Afternoon--per child		\$ 325.00	\$ 375.00	
Swim Lessons				
1 Child		\$ 40.00	\$ 50.00	
2 Children		\$ 55.00	\$ 65.00	
3 Children		\$ 70.00	\$ 80.00	
4 Children		\$ 85.00	\$ 95.00	
Pool Passes				
Senior Citizens		\$ 20.00	\$ 30.00	
Individual		\$ 25.00	\$ 35.00	
Family of 3		\$ 50.00	\$ 60.00	
Family of 4		\$ 75.00	\$ 85.00	
***Additional Family Member \$5.00 each				
10 Day Guest Pass	\$30.00			
20 Day Guest Pass	\$50.00			
30 Day Guest Pass	\$65.00			
Pavilion Rental				

25-150 ppl		\$ 90.00	\$ 180.00	\$ 100.00
151-300 ppl		\$ 175.00	\$ 350.00	\$ 200.00
301+ ppl	PRB/TB approve Fee			
Tent Space		\$75.00	\$150.00	\$ 200.00
Large Group Permit				
25-100 ppl	\$ 100.00			\$ 100.00
101-200 ppl	\$ 150.00			\$ 150.00
201-300 ppl	\$ 200.00			\$ 200.00
301 + ppl	PRB/TB approve Fee			
Building Use Rental				
One Time	\$ 50.00			\$ 100.00
Once a Month	\$120.00/per year			\$ 150.00
Twice a Month	\$240.00/per year			\$ 150.00
Three times a Month	\$360.00/per year			\$ 150.00
Four Times a Month	\$480.00/per year			\$ 150.00
Town Sponsored	\$0.00			\$ -
Stage Rental				
Town/Village Event	\$ -			\$ -
Group/Org. Event	\$ 55.00			\$ 100.00
Commercial/For Profit	\$ 110.00			\$ 100.00
Electric (per day)	\$ 25.00			
P&R Bathrooms	\$ 50.00			
Field Use				
		\$20.00	\$30.00	
Boat Rentals				
Row Boat	per hour	\$ 5.00	\$ 10.00	\$ 20.00
Paddle Boat	per hour	\$ 5.00	\$ 10.00	\$ 20.00
Pool Entry				
	Daily	\$ 2.00	\$ 4.00	13 & under Needs Adult
P & R ID				
	Free if Joining a program	\$4.00	Individual	\$9.00 Family
*Seasonal Recreation Programs vary in price depending on the cost to run the program.				
* 10% Discount on pool passes if purchased before June 1st				
Accessory Buildings & Garages		\$25.00 for first 100 sq.ft. plus \$5.00 for each additional 100 sq. ft. or portion thereof. Minimum fee: \$25.00		
Additions, Alterations and Repairs		By total value of work to be done. \$25.00 for first \$1,000.00 of work plus \$10.00.00 for each additional \$1,000.00 of work.		

			Minimum fee: \$25.00				
Demolition			\$20.00 for all buildings up to 2,000 sq. ft.				
			\$40.00 for all buildings over 2,000 sq. ft.				
Signs			\$25.00 for first \$1,000.00 of work plus				
			\$5.00 for each additional \$1,000.00 of work				
			Minimum fee: \$25.00				
Misc.							
(Woodstoves, swimming pools, etc.)			By total value of work to be done.				
			\$25.00 for first \$1,000.00 of work plus				
			\$10.00 for each additional \$1,000.00 of work.				
			Minimum fee: \$25.00				
Tragedy Reconstruction (Natural Disasters)			Fees waived to rebuild to pre-existing size and placement				
Building Permit Renewal			half the original fee				
COMMERCIAL CONSTRUCTION							
New Construction			\$200.00 for first 1,000 sq.ft., or portion				
			thereof, of gross floor area plus \$8.00 for each				
			additional 100 sq.ft., or portion thereof.				
Accessory Structures			Same as new construction fee plus any professional				
			fees that may be incurred				
Additions			\$75.00 for first \$1,000 of construction value				
			or portion thereof, plus \$8.00 for each additional				
			\$1,000 of construction value or portion thereof				
Alterations & Repairs			\$25.00 for first \$1,000.00 of work plus \$10.00 for each				
			each additional \$1,000.00 of work				
Signs			\$25.00 for each \$1,000 of value or portion thereof				
Demolition			\$25.00 for all buildings up to 2,000 sq.ft.				
			\$50.00 for all buildings over 2,000 sq.ft.				
Tragedy Reconstruction (Natural Disasters)			Fees waived to rebuild to pre-existing size and placement				
Building Permit Renewal			half the original fee				

MOBILE HOMES							
Singlewide			\$100.00				
Doublewide			\$200.00				
Triplewide			\$300.00				
The fee for a mobile home park license is either \$100.00 or \$10.00 per approved lot, whichever is greater							
MISCELLANEOUS CHARGES							
Certified Copy of C/O			\$15.00. No fee when issued upon completion of construction pursuant to a current bldg. Permit				
Temporary C/O			\$10.00 for up to 60 days. \$100.00 beyond 60 days.				
Certified Copy of Compliance Certificate			\$15.00. No fee when issued upon completion of construction pursuant to a current bldg. Permit				
Municipal Search Fee			\$50.00				
Building Permit Renewal			half the original fee				
TOWN OF LIBERTY PLANNING/ZONING BOARD FEES							
Minor Subdivision	(1-4)		\$75.00 Application fee plus \$25.00 per lot				
Major Subdivision	(5+)		\$250.00 Application fee plus \$25.00 per lot				
Map re-signing			\$ 50.00				
Special Use Permit			\$ 100.00				
Zoning Board Applications			\$ 100.00				

Copies of Cassette Tape or CD Recordings			\$1.00 per tape				
Certified Mailing Fees for Public Hearings			Current Postal Rates Apply				
Photocopies of Maps taken to Kristt Co.							
		1-10 pages	\$2.70 per page				
		11 pages and over	\$2.00 per page				
Operating Permits							
Public Assembly (min. occupancy of 51)			\$75.00 per year per assembly building				
Fire Inspections							
Supporting or Accessory Structures			\$50.00 plus \$10 per building per year				
Multi-Building Establishments			\$50.00 plus \$10 per building per year				
Multi-Family Residences			\$50.00 plus \$10 per building per year				
Commercial Properties (example: Stores)			\$75.00 per year per operating unit				
.							

5 AYES - Carried

RESOLUTION NO. -09

APPROVAL TO SEND OUT RFP'S FOR SNOW REMOVAL FOR TOWN HALL & PARK & REC.

Motion by Councilperson Lynn Killian, seconded by Councilperson Thomas Hasbrouck, the Town Board of the Town of Liberty does hereby approve of sending out RFP's for snow removal for Town Hall and Parks and Rec.

5 AYES - Carried

Motion by Councilperson Lynn Killian, seconded by Councilperson Clarence Barber to recess meeting until 5:30 p.m.