

TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
December 5, 2011

At the Dept. Head Meeting of the Town Board of the Town of Liberty held at 4:00 p.m. at Town Hall, 120 North Main Street, Liberty, New York, the following Town Board Members were present:

Supervisor John Schmidt
Councilperson Chris Austin
Councilperson Thomas Hasbrouck
Councilperson Lynn Killian
Councilperson Maurice Gerry

Recording Secretary: Town Clerk Laurie Dutcher

Also present:

Water & Sewer Supervisor Albert Picard
Highway Superintendent Timothy Pellam
Assessor Kathy Sprague
Park & Recreation Director Brian Scardefield
Code Enforcement Officer Mark VanEtten
CDC Director Heinrich Strauch

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

CORRESPONDENCE

1. Letter from Sean Zigmund regarding an order to remedy violation.

RECOGNIZE DEPARTMENT HEADS

Assessor

Ongoing and working on:

911 data-base update

Pictures

Exemptions: Driving License, etc.

Destroying/updating files

Working on 2012 assessment roll, field work, exemptions, and litigation. etc.

Mailing out senior citizen renewal exemptions in December

Information:

Audrey received a final examination grade of 98 – for the class taken on the Three Approaches to Value

Otherwise business as usual

Highway Superintendent

Finished getting all trucks ready for winter.

Finished grading dirt roads.

Completed ditching in areas to prevent ice conditions.

Picking up LOTS of garbage sine the middle of November, especially mattresses and furniture.

Patching.

Working with a limited crew last two weeks of November.

CEO

30 Building Permits opened

10 Closed Building Permits

11 Complaints

4 Closed Complaints

2 New Planning Board applications

1 (re-approved Lot Improvement) Approved Planning Board applications

0 Zoning Board applications

0 Approved Zoning Board applications

Had to begin over with the Unsafe Building Procedure w/ **Marcy Boucher** due to a mistake in filing certain papers with the County.

Owner is cleaning up garbage on Rt. 55.

Park & Recreation

Have been getting everything organized for the Holiday Parade this Friday Dec. 2nd.

I have been speaking with Sal from Cracolici's on the Green located at the Sullivan County Golf club in regards to running cross country skiing and possibly putting in an ice skating rink at the golf course. We have the skies – but need boots, but Sal would be in charge of renting everything out. Liberty youth would ski for free. The ice rink we would build and maintain and are still working out the details on user fees, etc., but I believe it would be very similar to the skiing. I have been in touch with Bob Stubbs from Marshal and Sterling and he is looking into insurance for me and the club is contacting their insurance company.

I met with members of the Renegades Mountain Bike Club who are located out of Orange County. They contacted me to see if they could get permission to do work on the Mountain Bike trails at Walnut Mountain. They would like to fix up the trails that are there and build some new ones. They are insured and would put the Town on as additional insured. They would also like to run a mountain bike race there in September. I gave them permission.

We held our annual Bus Trip to the city on November 19th. We had a full bus and everything went very smoothly.

Have been getting everything organized for our annual volunteer recognition night we are holding on Dec. 6th.

Decorated the stage and Senior Center for the holidays.

Ran electric conduit and a water line to the pavilion at Walnut.

DA advised that person who stole gas was arrested.

BOCES working on inside of bathrooms at Walnut Mt.

DCO

Dogs at kennel – 4

Dogs picked up – 2

Mileage – 970

Dog Bites – 1

I would like to ask the board to consider cancelling the county contract. We are still waiting for money from last year and we are not receiving payments in a timely fashion. The bills are scrutinized to excess and it is difficult to find someone in auditing that knows what is going on. Considering this, it has become a issue that is not worth the benefit and Cheryl has also spent a great deal of time trying to get the county they need to pay bills. If this issue could be addressed, I don't mind the work. I also think we need to consider raising our fees before the contract renews in January. If you agree, I will work on a proposal.

Boarding of dogs at my house – I am trying to work out an arrangement, although my biggest obstacle is insuring the health of my own dogs. Because I occasionally pick up sick dogs, I am concerned as to how I will be able to protect my own dogs from disease. I have a consult with the vet and will let you know as soon as possible what I can do to resolve our winter dilemma.

Finance Director

Contacted County again regarding propane bid. Advised to re-contact Fallsburg Gas per Fallsburg Gas.

Contacted Fallsburg Gas concerning propane.

Contacted County regarding Dog Control claims.

Communicated with State Comptroller's Office regarding transfer of duties for the court and the 2% tax cap levy.

Attended meeting on Health Insurance.

Met with the Board and the Department Heads concerning the 2012 budget. Made necessary adjustments.

Finalized the Tentative Budget and prepared Preliminary Budget.

Met with Employee Relations Committee.

Sent out questionnaire to other townships regarding employee benefits.

All other daily duties and responsibilities.

CDC

Regional Economic Development Council

Work continued towards the regional strategic plan, to be present to the Governor's Office in order to compete for one of the top 4 slots state-wide. Results of this competition, plus information about all the pending grant applications are expected by early to mid-December.

An enhanced version of the Sullivan County portion is finalized by Pattern for Progress, to be disseminated county-wide early in 2012 as a road-map forward & with specific tasks and projects attached.

County Micro-Enterprise Program

The County announced the award of a 4185,000 CDBG grant for a Micro-Enterprise Assistance program. We continued work on the application packages, to be ready for distribution by early 2012, with training programs to start in March.

Main Street Grant

6 projects are currently active (i.e. work is happening), with reimbursements to date totaling \$105k.

Economic Development

The proposed Red Meat facility site plan gained final approval by the Village Planning Board on 11/10. The IDA, as project leader, is now preparing for site development & facility construction in 2012.

Together with the SCVA, we continue to work with a film production team to prepare for a 4-6 weeks shoot in summer 2012 in Liberty & environs. Details should be ready for public distribution in January.

Several inquiries with regard to business start-up financing & Main Street locations.

Team Skate

Team Skate has re-formed and held initial meetings. We are researching three different provider companies and discussing potential designs, to be finalized in January.

1/12/2012 Meeting at Liberty High School-open to public

Court

V&T Received	556
V&T Appearances	289
Criminal Appearances	523
Ordinance Appearances	26
Civil Appearances	18
Total Fines Collected	\$76,016.00
Total Fines to Town	Not available
Total Fines to Village	Not available

Water & Sewer

Missed the November Dept. Head Meeting due to a Dr. appointment

Still waiting for pricing for electric to Presidential Estates

Inspection report Rt. 55, Ferndale & Loomis

Kelly working on Water Supply application

Working on punch list for WSS project

Working on punch list for Loomis Water project

Working on punch list for pipe job in WSS

Still working on the state of the grant for Loomis Sewer

Kinsley bill for repairs to day tank at SLWWTF. Still holding invoice for \$1100 as per John. Had problems with the tank after they came and made repairs.

Broken water main 11/25 on Boyd Rd. Called the crew in on 11/26 and fixed.

Town Clerk

Conservation Licenses	16
Marriage Licenses	7
Marriage Certificates	2
Photo Copies	156
Dog Licensing	21
Building Fees	30
Total to Town	\$4,744.04
Total to State, County & Local Revenues	\$12,906.73

LILLIAN STETTNER

Social Security will increase by 3.6% in 2012
Any questions regarding Part B call the Office of the Aging

Make sure 911 charges are going to Sullivan County

RSVP Program urging people to call and check on the elderly

Aileen Gunther will be at the Hurleyville Firehouse on 12/12 from 7-9 to discuss taxes

BOARD DISCUSSION

Councilperson Lynn Killian

Thanked all the Department Heads

Councilperson Chris Austin

Should notify the Fire Department regarding no water on Upper Ferndale Rd.

Regarding the non-conforming use – we need to look into a way to notify people

Correspondence

1. Letter from Sean Zigmund regarding an order to remedy violation.

RESOLUTION NO 266-11

SCHEDULE RE-ORGANIZATIONAL MTG FOR 1/3 @ 4:00 p.m.

Motion by Councilperson Lynn Killian, seconded by **Councilperson Chris Austin**, , the Town Board of the Town of Liberty does hereby schedule the Re-organizational Meeting for 1/3/2012 at 4:00 p.m. with the Department Head Mtg. to immediately follow at Town Hall, 120 North Main Street, Liberty, NY.

5 Ayes – Carried

RESOLUTION NO 267-11

YEAR END MTG SCHEDULED FOR 12/28/11 @ 4:00 p.m.

On a motion by Councilperson Lynn Killian , seconded by **Councilperson Thomas Hasbrouck**, Board of the Town of Liberty does hereby schedule the Year End Meeting for 12/28/11 at 4:00 p.m. at Town Hall, 120 North Main Street, Liberty, NY.

5 Ayes – Carried

Consideration of Shared Services Contract with the Town of Neversink –**Carryover**
Send copy to Village of Liberty.

ADJOURN

On a motion by Councilperson Lynn Killian, seconded by Councilperson Maurice Gerry, the Town Board does hereby adjourn the meeting at 5:07 p.m.

Respectfully submitted,
Laurie Dutcher, Town Clerk