

TOWN BOARD OF THE TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
December 6, 2010

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 Maurice Gerry
Councilperson Thomas Hasbrouck
Councilperson Lynn Killian

Recording Secretary:
Town Clerk Laurie Dutcher

Also present:
Highway Superintendent Timothy Pellam
Water & Sewer Supervisor Albert Picard
Code Enforcement Officer Mark VanEtten
Assessor Kathy Sprague
Earl Bertsch Finance Director
Budget Coordinator Cheryl Gerow
Deputy Town Clerk Sara Sprague
Confidential Secretary Maureen Barber

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

CORRESPONDENCE

1. A letter from Kelly Engineering regarding the White Sulphur Springs Water District Improvements bids.
2. A memo from Water & Sewer Chief Albert Picard regarding the bids for the White Sulphur Springs Water District Improvements.
3. A letter from the NYSDEC regarding the status of the National Flood Insurance Program Local Law.
4. A letter from the NYS Homes & Community Renewal regarding the Comprehensive Monitoring Report of the NYS CDBG Project.
5. A letter from the Town of Callicoon regarding a balloon test and Planning Board Public Notice.
6. A copy of the Sullivan County Tentative Budget fact facts.

RECOGNIZE DEPARTMENT HEADS

Assessor

- Working on 2011 Assessment roll

- Working on senior renewals
- Updating files
- Business as usual

Highway Superintendent

- Dealing with water and snow
- Garbage along the roads
- Many road signs are being stolen

Water & Sewer

- Happy with the bids submitted for the WSS Water District Improvements
- Wayne Banks in school for 2 weeks for activated sludge training. Should be finished with all schooling by April and have his Sewer Treatment License.
- Due to deer season and the end of the year they are very short handed but are keeping up with things.
- Village is not happy with the Town flushing and bleeding the Cold Spring Water Line.

CEO

- 13 Building permits issued
- 14 Complaints
- 11 in compliance
- 3 Planning Board Projects
- 2 Approved Planning Board Projects
- 1 Zoning Project
- Working on end of year reports

Park & Rec.

- Held the bus trip to New York City and had a full bus.
- Started winter program sign ups. The winter flyer will be going to the schools this week.
- Decorated the stage and senior center for the holidays.
- Zumba classes are going well. Had around 65 people show up to the free trial class and have about 25-30 people showing for the regular weekly classes.
- Getting ready for the volunteer recognition dinner.

DCO

- 1,000 miles
- 1 dog at kennel
- 2 tickets issued
- 5 dogs picked up
- Submitted bill to County will bring in \$800 revenue for the Town of Liberty
- Had Ag & Market inspection-passed
- Received a donation from the Gerry Foundation in the amount of \$1,600. See copy of letter:

"Dear Mrs. Gerow,

It was a pleasure meeting you this past Saturday, October 30th. Based upon our conversations that day, it is very evident that you have an admirable commitment to

caring for ill-treated dogs and other animals you encounter. On behalf of our animal friends and community, Mr. Gerry and I would like to thank you for all the wonderful things you do for them. To help the dogs, enclosed is a \$1,600 donation to assist in the immediate care and comfort of them at your facility near the Infirmary. This amount covers the purchase of items you listed on your November 1st letter.

\$475 for Kuranda beds

\$325 for rubber floor mats

\$625 for four new chain link kennel gates

\$175 for misc supplies such as leads, steel bowls, chew toys, etc.

I look forward to meeting with you again to explore ideas of how the community and I can further complement the care of our stray and abused animals. "

Town Clerk/Tax Collector

- Would like permission to have temporary tax clerk start in December
- Ordered all supplies for dog licensing which begins in January. Expecting a software update from BAS on 12/8 to accommodate the changes such as printing our own licenses, renewal lists, reminder postcards, etc. Would just like to note that BAS did not charge anything extra and they have put a lot of time and effort in making this a smooth transition for all the clerks.
- Spoke with William Neckamen in regards to the Flood Law. Advised him where we were in the process.
- Preparing for the 2011 tax collection season.
- End of year items.
- Business as usual.

Finance Director

- Explained the Health Reform Law. He advised that it was up to each Town whether or not to cover young adults whose employers offer insurance.

CDC

- Held the Liberty Main Street Program public information session on 12/1- Went very well
- Had some questions regarding physical improvements to commercial property and assessment. Will speak with the Town Assessor
- Received one proposal from Ross Electric for the installation of 5 light poles in Swan Lake.

BOARD DISCUSSION

Councilperson Lynn Killian

- Attended the Parksville Priority Meeting. She wanted to compliment the committee. She also advised that Heinrich Strauch did an excellent job.

Councilperson Chris Austin

- Would like to meet w/ Department Heads regarding duties for Nancy.

- Would like to schedule a special meeting to review applications for part-time custodian.

Councilperson Thomas Hasbrouck

- Nothing to report

Councilperson Maurice Gerry

- Also attended the Parksville Priority Mtg. and remarked that Heinrich did a wonderful job.

RESOLUTION NO. 280-10

TOWN BOARD REAFFIRMS THE DEDICATION OF SOL & DAVE LANE TO THE TOWN OF LIBERTY

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby reaffirm the dedication of Sol & Dave Lane, located on Kelly Bridge Road, to the Town of Liberty as of 8/2008.

5 AYES - Carried

RESOLUTION NO. 281-10

TOWN BOARD REAFFIRMS THE DEDICATION OF THE MELTON SUBDIVISION TO THE TOWN OF LIBERTY

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby reaffirm the dedication of the Melton 7 Lot Subdivision, also known as Charter Way, located on Muhlig Rd. to the Town of Liberty as of 5/17/2010.

5 AYES - Carried

RESOLUTION NO. 282-10

SET YEAR END MEETING FOR 12/29/10

Motion by Councilperson Lynn Killian, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby set the Year End Meeting for 12/29/2010 at 4:00 p.m. at Town Hall, 120 North Main Street, Liberty.

5 AYES - Carried

RESOLUTION NO. 283-10

AWARD OF BID FOR WSS WATER DISTRICT IMPROVEMENTS

Motion by Councilperson Chris Austin, seconded by **Councilperson Lynn Killian**, the Town Board of the Town of Liberty does hereby award the bid for the White Sulphur Water District Improvements to Sullivan County Paving & Construction in the amount of \$195,238.29.

5 AYES - Carried

RESOLUTION NO. 284-10

JOHN BALLARD RE-APPOINTED TO THE PARK & RECREATION BOARD

Motion by Councilperson Lynn Killian, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby re-appoint John Ballard to the Park & Recreation Board for a term expiring 12/31/2015.

5 AYES - Carried

RESOLUTION NO. 285-10

AUTHORIZE CODE ENFORCEMENT OFFICE TO SERVE UNSAFE BLDG. NOTICE TO OWNER OF 149 COOLEY RD. PARKSVILLE, SBL #6.-1-24

RESOLUTION MAKING CERTAIN ORDERS
PURSUANT TO CHAPTER 64 OF THE CODE OF THE TOWN OF LIBERTY

At a meeting of the Town Board of the Town of Liberty, Sullivan County, New York held at the Town of Liberty Town Hall, 120 North Main Street, Liberty, New York 12754, in said Town, on the 6th day of December, 2010 at 4:00 p.m. prevailing time.

The meeting was called to order by Supervisor John Schmidt and upon roll being called the following were:

	PRESENT	ABSENT
Supervisor John Schmidt	X	
Councilman, Maurice Gerry	X	
Councilman, Thomas Hasbrouck	X	
Councilman, Chris Austin	X	
Councilwoman, Lynn Killian	X	

The following resolution was introduced by Councilperson Lynn Killian who moved for its adoption, and seconded by Councilperson Thomas Hasbrouck, to wit:

WHEREAS, in accordance with Section 130(16) of the Town Law of the State of New York, the Town of Liberty adopted the Buildings, Unsafe Law of the Town of Liberty on March 12, 1981, which law was codified as Chapter 64 of the Code of the Town of Liberty ("Code"); and

WHEREAS, on November 9, 2009 and December 1, 2010, the Town of Liberty Code Enforcement Officer inspected the premises located at 149 Cooley Road, Parksville, New York, which premises are identified on the tax map of the Town of Liberty as Section 6, Block 1, Lot 24 ("Premises") and rendered a Report of Inspection, dated December 1, 2010 which report is attached hereto; and

WHEREAS, the Report of Inspection finds that there is/are building(s) and/or structure(s) on the Premises that are dangerous and/or unsafe to the public.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Liberty has considered the Report of Inspection of the Code Enforcement Officer concerning the building(s) and/or structure(s) described herein and does find that there are grounds to believe that such building(s) and/or structure(s) are dangerous and unsafe to the public and are not repairable and must be demolished; and, be it further

RESOLVED, that the building(s) and/or structure(s) described in said Report of Inspection be deemed dangerous and unsafe and are hereby ordered to be demolished in accordance with Chapter 64 of the Code; and, be it further

RESOLVED, that Mark VanEtten, Code Enforcement Officer of the Town of Liberty is hereby ordered to serve a Notice as provided in Sections 64-7 and 64-8 of the Code of the Town of Liberty upon the owner of the Premises or some one of the owner's executors, legal representatives, agents, lessees or any other person having a vested or contingent interest in the Premises, as shown by the last preceding assessment roll of the Town of Liberty and/or by the records of the Clerk of the County of Sullivan; and, be it further

RESOLVED, that in the event that such building(s) and/or structure(s) are not repaired or removed as provided herein, a public hearing is scheduled to be held to consider evidence related to the repair or removal of such building(s) and/or structure(s) on March 7, 2011 at 7:00 p.m. at the Town Hall of the Town of Liberty located at 120 North Main Street, Liberty, New York; and, be it further

RESOLVED, that this resolution take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, resulting as follows:

	AYE	NAY
Supervisor John Schmidt, Voting	X	_____
Councilman, Maurice Gerry, Voting	X	_____
Councilman, Thomas Hasbrouck, Voting	X	_____
Councilman, Chris Austin, Voting	X	_____
Councilwoman, Lynn Killian, Voting	X	_____

The resolution was thereupon declared duly adopted.

5 AYES - Carried

RESOLUTION NO. 286-10

MAUREEN BARBER TO BE PAID FOR UNUSED SICK TIME

Motion by Councilperson Chris Austin, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby give approval for Confidential Secretary Maureen Barber to be paid for any unused sick time as of 12/31/2010.

5 AYES - Carried

RESOLUTION NO. 287-10

SPECIAL MTG. SET TO DISCUSS THE HIRING OF A PART- TIME CUSTODIAN

Motion by Councilperson Chris Austin, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby schedule a Special Meeting, to discuss the hiring of a part- time custodian and any other business as may come before the board at that time, for 12/14/2010 at 3:00 p.m. at Town Hall 120 North Main St., Liberty.

5 AYES - Carried

RESOLUTION NO. 288-10

A RESOLUTION AUTHORIZING INSTALLATION OF A METAL ROOF ON THE OUTDOOR PAVILLION AT HANOFEE PARK AT MAXIMUM ESTIMATED COST OF \$16,000.00 AND PAYMENT THEREFOR BY THE EXPENDITURE OF THE SUM OF \$16,000.00 FROM THE TOWN OF LIBERTY PARKS CAPITAL RESERVE FUND.

At a regular meeting of the Town Board of the Town of Liberty, Sullivan County, New York, held at the Town of Liberty Government Center, 120 North Main Street, Liberty, New York, in said Town, on the 6th day of December, 2010 at 4:00 p.m. prevailing time.

The meeting was called to order by Supervisor Schmidt and upon roll being called, the following were:

- PRESENT: Supervisor John Schmidt
- Councilperson Maurice Gerry
- Councilperson Thomas Hasbrouck
- Councilperson Lynn Killian

Councilperson Chris Austin

ABSENT:

The following resolution was introduced by Councilperson Lynn Killian, who moved its adoption, and seconded by Councilperson Thomas Hasbrouck, to wit:

A RESOLUTION AUTHORIZING INSTALLATION OF A METAL ROOF ON THE OUTDOOR PAVILLION AT HANOFEE PARK AT MAXIMUM ESTIMATED COST OF \$16,000.00 AND PAYMENT THEREFOR BY THE EXPENDITURE OF THE SUM OF \$16,000.00 FROM THE TOWN OF LIBERTY PARKS CAPITAL RESERVE FUND.

BE IT RESOLVED, by the Town Board of the Town of Liberty, Sullivan County, New York, as follows:

Section 1. The installation of a new metal roof on the outdoor pavilion at Hanofee Park at a maximum estimated cost of \$16,000.00, inclusive of engineering fees, and the expenditure of the sum of \$16,000.00 from the Town of Liberty Parks Capital Reserve Fund to pay such maximum estimated cost is hereby authorized and approved.

Section 2. The action authorized has been determined to constitute a Type II Action as defined in the regulations promulgated pursuant to the State Environmental Quality Review Act, for which environmental review is not required.

Section 3. The plan for financing of such maximum estimated cost is by the appropriation and expenditure of monies heretofore deposited in the Town of Liberty Parks Capital Reserve Fund.

Section 4. Within ten (10) days after the adoption of this resolution, the Town Clerk shall post on the Town sign board and publish in the Sullivan County Democrat, the official newspaper of the Town, a notice in conformance with the requirements of Section 90 of the Town Law of the State of New York.

Section 5. This resolution is adopted subject to permissive referendum.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, resulting as follows:

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

The resolution was thereupon declared duly adopted.

5 AYES - Carried

RESOLUTION NO. 289-10

TEMPORARY TAX CLERK AUTHORIZED TO BEGIN WORK 12/7/10 FOR A MAXIMUM OF 25 HOURS PER WEEK FOR THE MONTH OF DECEMBER

Motion by Councilperson Lynn Killian, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby authorize the temporary tax clerk to begin work on 12/7/2010 for a maximum of 25 hrs. per week for the month of December.

5 AYES - Carried

RESOLUTION NO. 290-10

TOWN WILL NOT PROVIDE HEALTH INSURANCE FOR YOUNG ADULT DEPENDENTS THAT ARE ELIGIBLE FOR HEALTH INSURANCE THROUGH THEIR EMPLOYERS

Motion by Councilperson Chris Austin, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty will not provide Health Insurance for Young Adult Dependents that are eligible for Health Insurance through their employers.

5 AYES - Carried

RESOLUTION NO. 291-10

TOWN TO USE BADGER METER AS SOLE SOURCE PROVIDER

Motion by Councilperson Chris Austin, seconded by **Councilperson Lynn Killian**, the Town Board of the Town of Liberty does hereby use Badger Meter as its sole source provider for water metering equipment.

5 AYES - Carried

ADJOURN

On a motion by Maurice Gerry, seconded by Councilperson Lynn Killian, the Town Board does hereby adjourn the meeting at 5:00 p.m.

Respectfully submitted,

Laurie Dutcher, Town Clerk