

TOWN BOARD TOWN OF LIBERTY
DEPARTMENT HEAD MEETING
NOVEMBER 5, 2012

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 Charlie Barbuti
Councilperson Chris Austin
Councilperson Thomas Hasbrouck
Councilperson Dean Farrand
Councilperson Maurice Gerry

Recording Secretary: Town Clerk Laurie Dutcher

Also present:

Finance Director Earl Bertsch
Budget & Accounting Coordinator Cheryl Gerow
Deputy Highway Superintendent Kevin Austin
Code Enforcement Officer Mark VanEtten
Sara Sprague Deputy Town Clerk
CDC Director Heinrich Strauch
Helene Rothstein

After the Pledge of Allegiance, Supervisor Barbuti called the meeting to order at 4:15 p.m. (Meeting started late due to Executive Session regarding employee negotiations)

CORRESPONDENCE

1. A copy of the Dog Control Inspection Report completed on 10/11/12.
2. Municipal Shelter Inspection Report completed on 10/12/2012.
3. Municipal Shelter Inspection Report for Fallsburg completed on 10/11/2012.

RECOGNIZE DEPARTMENT HEADS (Reports as submitted by Dept. Heads)

Assessor

Ongoing and working on:

911 data-base update
Pictures
Exemptions; driving license updates, etc.
Destroying/updating files
Working 2013 assessment roll

New:

The County has contracted to have a new fly over the County for Pictometry within the next month

As a courtesy, we'll be mailing out agricultural and non-profit renewals

Linda Levine, Director of Real Property inquired of the TOLVAC removal

Pam from the Hudson Valley Girl Scouts received my letter removing the exemption for the 2013 assessment roll, and she confirmed there currently is no use of the property

Small Claim decisions:

18-1-22	Cohen	N/C
30-1-28.24	Schrader	187,800 to 165,000
30-1-32	Gertzman	105,800 to 95,200
30-1-47.1	Sberna	192,100 to 175,500
37-1-4.1	Jackson	90,800 to 73,300

Otherwise: doing regular office business

Information:

Will be reviewing the zoning changes

Water & Sewer

Loomis Sewer-Jaime Piccone trailer park in Loomis-NY Rural water was here 2 different times to do work at trailer parks. Also they had Poley Paving in to do a lot of repairs on manholes and fix some problem spots that Rural water had found. This is complete and we still have an inflow problem there. Also, we are still waiting to hear from them that they pumped their septic tanks.

Storm Problems-We have no power to the Swan Lake WWTF. We are running on standby power. The stand by generator is using 6 GPH (diesel fuel) to keep it running. No power at Briscoe pump stations 2 & 3. Have to pump these pump stations every 4 to 6 hours 24 hrs. a day. In general, we have a lot of overtime and fuel costs to keep the Swan Lake WWTF running.

Road Crossing in W.S.S. is complete. This project took 2 days to complete.

We had an accident between 2 Town of Liberty W&S Dept. trucks. Damage to 2011 Chevy Utility truck is going to be about \$5,000.

We are getting ready for winter. Meters are coming off, putting heat on in all buildings, hydrant flags going up, and pumping and winterizing hydrants.

Still need to resolve the problem with the Stevensville Wells. We don't know if we have a VFD unit problem, a motor problem or a pump problem. This is an ongoing problem that we have not been able to resolve.

I am unable to attend this meeting due to a Dr. apt. in NYC.

Highway Superintendent

Finished parking lot by Parks and Recreation

Fixed handicap ramps at Town Hall

Ferndale Loomis Road project completed

Clean up from Hurricane Sandy 10/29/12

Sand hauled in for winter

Paved Carrier Street for Village

CEO

For the month of September 2012 we had the following activity:

Building Permits **13**

Building Permits closed **5**

Complaints **14**

Complaints Closed **9**

Planning Board new applications **1**

Planning Board approved applications **3**

Zoning Board new applications **0**

Zoning Board approved application **0**

Park & Recreation

The parks survived the storm pretty good. Only had a few trees come down.

We held the Halloween Parade on Saturday October 27th. We had a great turn out of kids, floats and local organization that participated in the parade.

We have been installing the paver walkway to the bathrooms at Walnut.

We have been working on setting everything up for our second Town of Liberty Holiday Parade. It will be held on December 7th at 6 pm. The Town Hall Tree Lighting will take place after the parade.

Yaun Company came to the office to look into the fresh air system for our office. He said he would be in touch.

Pee-Wee football is over. Everything went great this season and we had a lot of parents who helped out coaching and volunteering this year.

BOCES is working on building the lean-to off of the outdoor pavilion to cover the grills. They should be done soon.

Have been getting everything ready for our annual volunteer recognition night.

We are currently holding Adult Basketball on Thursday evenings at the school, Adult Volleyball, a Walking Program at the school, an Outdoor Education program at Walnut for kids, and Teen Night and a Girls Basketball program will be starting up soon.

Our New York City bus trip scheduled for November 17th is full.

Town Clerk

Licenses:

Conservation	16
Marriage Licenses	0
Marriage Certificates	0

Photocopies	0
Dog Licenses	57
Redeemed Dogs	3
Boarding Fees	6

Meetings, minutes, agendas, public notices, etc.

DCO

No report submitted

Finance Director

Prepared 2013 Preliminary Budget

Attended NYSHIP meeting and received update on retirees insurance

Met with representatives from First Niagara Bank

Submitted insurance claims to Marshall and Sterling

All other daily duties and responsibilities.

CD

Liberty Main Street Grant

The owners of both asbestos-impacted properties have submitted their mitigation plans to the Department of Labor-the one for 9-13 South Main has been approved and removal is under way; the plan for the Theatre building is still in discussion.

We also provided proposal to use part of street scaping funds to replace bus shelter on South Main Street with more 'standardized' model and landscape around it. The current shed would be moved to a location the Liberty Chamber has to determine.

2012 Sullivan Renaissance activities

Approximately 300 bulbs were planted in LaPolt Park for Spring 2013. Planning input session for 2013 project in December, in conjunction with a CDC/Chamber/Museum holiday party.

Liberty Skatepark Location

All site survey activities have been completed and Rettew engineering supplied their report. The underground at the Darbee Lane site (tested down to 16-20 feet) is mostly silty and slayey sands and indicate that the excavation should not encounter significant rock formations. A final design proposal and budget estimates are under way.

Miscellaneous

Scarecrows: 2 school teams received prizes from the CDC for winning scarecrows , the other teams received participation certificates. Winning designs among merchants were selected & received awards by Liberty Chamber.

Beaverkill Studios: Business plans are completed for small-scale studio and film editing facility on Main Street/Parksville. First equity investor on board, now making the rounds to lenders in the county.

Court	September
V&T Received	642
V&T Appearances	152
Criminal Appearances	653
Ordinance Appearances	44
Civil Appearances	16
Total Fines Collected	\$67,463.00
Total Fines to Town	Not available
Total Fines to Village	Not available

Barton and Loguidice

Glen Gidaly and Richard Straut of Barton and Loguidice spoke regarding the Swan Lake Wastewater Treatment Plant Improvements Project.

BOARD DISCUSSION

Councilperson Chris Austin

Nothing to report

Councilperson Dean Farrand

Planning Board training in November.

Councilperson Thomas Hasbrouck

Thanks to all the utility workers and fireman. NYSEG workers took a lot heat.

Councilperson Maurice Gerry

Nothing to report

Supervisor Charlie Barbuti

Closed Town Hall

Received daily updates from NYSEG & County

Concerns about communication between Time Warner & NYSEG

No loss of life

Dry ice distribution points

Village Police did a very good job

Need storm expenses

County wants more warming stations

MISC

Councilperson Chris Austin asked Supervisor Barbuti to send a letter to each employee in the Highway Dept and Water and Sewer to thank them for all there help during Hurrincance Sandy.

The County would like to put a dumpster at the Highway Dept. from 11/5-11/11 for residents to dispose of debris from Hurricane Sandy.

RESOLUTION NO

APPROVAL OF THE 2012 BETHEL WATER & SEWER RE-LEVIES

Motion by Councilperson Chris Austin, seconded by **Councilperson Thomas Hasbrouck** the Town Board of the Town of Liberty adopted the following resolution:

RESOLVED: that the Town Board of the Town of Liberty does hereby authorize the Supervisor of the Town of Bethel to transmit for presentation to the Sullivan County Legislature the following lists of properties against which there are past due water rents totaling \$329.94 owed to the Stevensville Water District on November 1, 2011 and against which there are past due sewer rents totaling \$1,049.05 owed to the Swan Lake /Briscoe Road Consolidated Sewer District on November 1, 2012 and to request that said Board levy as re-levied water and sewer rents the sum specified against the property identified by section, block and lot number preceding the amount of arrears on the 2013 Tax Roll of the Town of Bethel.

5 AYES- Carried

RESOLUTION NO

2012 TOWN OF LIBERTY RE-LEVIED WATER AND SEWER RENTS

Motion by Councilperson Dean Farrand, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty adopted the following resolution:

RESOLVED: that the Town Board of the Town of Liberty does hereby authorize the Supervisor of the Town of Liberty to transmit for presentation to the Sullivan County Legislature the following lists of properties against which there are past due water and sewer rents on November 1, 2012 owed to the water and sewer districts specified and to request said Board to levy as re-leived water and sewer rents the sum specified against property identified by the self-check digit, and section, block and lot number preceding the amount of arrears on the 2013 Tax Roll or the Town of Liberty and are summarized as follows:

Loomis Water District	\$ 8,019.81
Ferndale Water District	\$ 20,304.47
Stevensville Water District	\$ 53,526.33
WSS Water District	\$ 11,778.90
Indian Lake Water District	\$ 1,380.80
Cold Spring Water District	\$ 3,552.96
Youngs Hill Sewer District	\$ 717.10
Rt. 55 Water District	\$ 5,396.45

5 AYES - Carried

RESOLUTION NO

NEGATIVE DECLARATION FOR MIDWAY RD BANK STABILIZATION

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty adopted the following resolution:

RESOLVED: that the Town Board of the Town of Liberty does hereby declare itself as the lead agency for SEQR for the Midway Rd. Bank Stabilization project; and

BE IT FURTHER RESOLVED: that the Town Board does hereby authorize the Supervisor to sign and submit all documents pertaining to the stream disturbance application; and

BE IT FURTHER RESOLVED: that the project has been determined to be an unlisted action in accordance with the regulations promulgated pursuant to the State Environmental Quality Review Act: and

RESOLVED: that the Town Board of the Town of Liberty does hereby accept the Short Assessment Environmental Form and the findings contained therein, as prepared by the Town Engineer and does hereby approve a Negative Declaration.

5 AYES - Carried

RESOLUTION NO

BUILDING PERMIT FEES WAIVED FOR 90 DAYS FOR ALL HURRICANE SANDY RELATED STORM DAMAGE

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby waive all Building Permit fees for storm damage related to Hurricane Sandy.

5 AYES – CARRIED

RESOLUTION NO

APPROVAL FOR SUPERVISOR TO SIGN “GERRY AGREEMENT” FOR LOOMIS SEWER

Motion by Councilperson Dean Farrand, seconded by **Councilperson Chris Austin**, the Town Board of the Town of Liberty does hereby authorize the Supervisor to sign agreement with Alan Gerry for payment to Loomis Sewer District.

5 AYES – CARRIED

RESOLUTION NO

APPROVAL OF STANDARD WORK DAY AND REPORTING RESOLUTION

Motion by Councilperson Dean Farrand, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby approve the following:

**Standard Work Day and Reporting Resolution
RS 2417-A**

BE IT RESOLVED, that the Town of Liberty, location code 30357 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of the body:

Title	Name	Social Security Number (last 4 digits)	Registration Number	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participates in Employers Time Keeping System (Y/N)	Days/Month (based on Record of Activities)	Not Submitted (Check box if no record of activities completed or timekeeping system)
Elected Officials								
Councilperson	Thomas Hasbrouck	6209	35658012	6	1/1/2012-12/31/2015	N	7.11	
Justice	Brian Rourke	9196	36956662	6	1/1/2012-12/31/2015	N	8.16	
Appointed Officials								
Attorney for the Town	Walter Garigliano	1207	34370247	6	1/1/2012-12/31/2012	N	6.58	

5 AYES – CARRIED

RESOLUTION NO

EXECUTIVE SESSION

Motion by Councilperson Chris Austin, seconded by **Councilperson Dean Farrand**, the Town Board of the Town of Liberty does hereby go into Executive Session at 6:14 p.m. to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

5 AYES – CARRIED

RESOLUTION NO

OUT OF EXECUTIVE SESSION

Motion by Councilperson Thomas Hasbrouck, seconded by **Councilperson Maurice Gerry**, the Town Board of the Town of Liberty does hereby come out of Executive Session at 7:01 p.m.

5 AYES – CARRIED

RESOLUTION NO

AMEND JOB DESCRIPTION FOR CLERK IN BLDG DEPT

Motion by Councilperson Dean Farrand, seconded by **Councilperson Thomas Hasbrouck**, the Town Board of the Town of Liberty does hereby amend the Building Clerk job description as follows:

- To include being the secretary to the Planning & Zoning Boards
- Will be paid \$25 per hr. for a minimum of two hours

5 AYES – CARRIED

ADJOURN

On a motion by Supervisor Charlie Barbuti, seconded by Councilperson Chris Austin, the Town Board does hereby adjourn the meeting at 6:30 p.m.

Laurie Dutcher

Laurie Dutcher, Town Clerk