

**TOWN BOARD TOWN OF LIBERTY REGULAR MONTHLY MEETING**  
**\*\*\*ONLINE VIA ZOOM\*\*\***  
**MONDAY OCTOBER 19, 2020**  
**TIME: 6:50 PUBLIC HEARING INTRODUCTORY LOCAL LAW #3 OF 2020**  
**7:00 P.M. REGULAR MEETING**

**PUBLIC HEARING 6:50** – A local law amending the Zoning Map of the Town of Liberty with respect to tax map parcel 35.-1-6.6.

**REGULAR MONTHLY MEETING 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**CORRESPONDENCE**

**INCOMING:**

1. Correspondence from Glen Smith, P.E. representing Michael Taylor of CES regarding proposed propane storage and small office/shop in Parksville.
2. Correspondence from Sullivan Renaissance regarding the Community Impact Grant.
3. Correspondence from Sullivan County Manager Joshua Potosek regarding a proposal to construct a communications tower at the Health and Human Services Complex in Liberty.
4. Correspondence from the Sullivan County Visitors Association regarding the 2021 Travel Guide.
5. Correspondence from NGS Construction regarding the WSS Water District road grading proposal.
6. Correspondence from the NYSDEC Annual Compliance Inspection for the Swan Lake Wastewater Treatment Plant.

**OUTGOING**

**APPROVAL OF AUDIT**

1. October, 2020 Abstract:
  - Claims #1185 to #1700 totaling \$1,844,180.09
2. September, 2020 Post Audit
  - Claims #1515 to #1538 totaling \$277,748.53
3. September, 2020 General Ledger Abstract
  - Claims #262 to #303 totaling \$329,567.31

**MINUTES**

1. Regular Monthly Mtg. 9/21/20
2. Dept. Head Mtg. 10/5/20

**ACCEPTANCE OF MONTHLY REPORT**

1. Town Clerk's Monthly Report 9/20
2. Revenue & Expense Report 9/20
3. Supervisor's Report 9/20

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**NEW BUSINESS**

1. Approval of voucher for NGS Construction, LLC for contractual services for the WSS Water District Phase 9 Improvements Project in the amount of \$99,178.46.
2. Approval of voucher for Delaware Engineering for engineering services for the WSS Water District Phase 9 Improvements Project in the amount of \$11,077.50.
3. Approval of voucher for Delaware Engineering for engineering services for the WSS Water District Phase 9 Improvements Project in the amount of \$10,756.189.
4. Discussion to consider Wes Illing as engineer for the Parksville Feasibility Study.
5. Authorization for Park & Rec. to repair side door.
6. Approval of a no cost time extension change order for the Stevensville Water District Improvements SWSRF #18284 TS2-G-2017.
7. Approval of the Standard Work Day & Reporting Resolution.
8. Accept the Preliminary Budget as submitted and schedule Public Hearings.

**OLD BUSINESS**

1. Employee relations committee –Highway Dept.
2. Fines and Fees
3. Zoning amendment request by Zoli Kleinberger for SBL #13.-1-27.1.
4. Zoning amendment request by Virginia Nichols for 6.6 acres on MT Morris Rd.
5. Vehicle options for the Assessor.
6. DCO request to extend lease.
7. Highway Superintendent referendum.
8. Discussion regarding contract w/ Jacob Billig Planning & Zoning Board Attorney.
9. Renewal of contract with Fusco Engineering.
10. Swan Lake WWTP Improvements.

**PUBLIC COMMENT**

**BOARD DISCUSSION**

**EXECUTIVE SESSION**

**ADJOURN**

## Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village

(Select one:)

of \_\_\_\_\_ Liberty \_\_\_\_\_

Local Law No. \_\_\_\_\_ 3 \_\_\_\_\_ of the year 20<sup>20</sup> \_\_\_\_\_

A local law \_\_\_\_\_ amending the Zoning Map of the Town of Liberty with respect to tax map parcel 35.-1-6.6.  
(Insert Title)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Be it enacted by the \_\_\_\_\_ Town Board \_\_\_\_\_ of the  
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village

(Select one:)

of \_\_\_\_\_ Liberty \_\_\_\_\_ as follows: \_\_\_\_\_

(If additional space is needed, attach pages the same size as this sheet, and number each.)

## **SECTION I**

The parcel of land depicted on the Town of Liberty tax map as parcel 35.-1-6.6 is comprised of approximately 8.28 acres and is situated within two zoning districts of the Town of Liberty upon the Town of Liberty Zoning Map. The southerly portion is located in the SC Service Commercial District. The northerly portion is located in the RD Rural Development District. The Town Board finds that tax map parcel 35.-1-6.6 in its entirety should be within the SC Service Commercial District in order that it may be uniformly used and developed consistent with the Town of Liberty Zoning Law and Comprehensive Plan.

## **SECTION II**

The zoning map of the Town of Liberty is hereby amended so that the portion of the parcel of land depicted on the Town of Liberty tax map as parcel 35.-1-6.6 that is situate within the RD Rural Development District is removed from such district and added to the adjoining SC Service Commercial District such that the entirety of tax map parcel 35.-1-6.6 shall be located in the SC Service Commercial District.

## **SECTION III**

If any clause, sentence, phrase, paragraph or any part of this local law shall for any reason be adjusted finally by a Court of competent jurisdiction to be invalid, such judgment shall not effect, impair or invalidate the remainder of this local law, but shall be confined in its operation and effect to the clause, sentence, phrase, paragraph or any part thereof, directly involved in the controversy or action in which such judgment shall have been rendered. It is hereby stated to be the legislative intent that the remainder of this local law would have been adopted had any such provisions not been included.

## **SECTION IV**

This local law shall take effect immediately upon filing in the office of the Secretary of State.



**(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)**

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20<sup>20</sup> of the ~~(County)(City)~~(Town)(Village) of \_\_\_\_\_ Liberty \_\_\_\_\_ was duly passed by the \_\_\_\_\_ Town Board \_\_\_\_\_ on \_\_\_\_\_ 20<sup>20</sup>, in accordance with the applicable provisions of law.  
(Name of Legislative Body)

**~~2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)~~**

~~I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted (Elective Chief Executive Officer\*) on \_\_\_\_\_ 20<sup>20</sup>, in accordance with the applicable provisions of law.~~

**3. (Final adoption by referendum.)**

~~I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. (Elective Chief Executive Officer\*)~~

~~Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.~~

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

~~I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.~~

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the ~~qualified electors of the towns of said county considered as a unit voting at said general election,~~ became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1 above.

\_\_\_\_\_  
Clerk of the county legislative body, City, Town or Village Clerk or  
officer designated by local legislative body

Date: \_\_\_\_\_

(Seal)

At a regular meeting of the Town Board of the Town of Liberty, Sullivan County, New York, held at the Town of Liberty Senior Center, 119 North Main Street, Liberty, New York, in said Town, on the 21<sup>st</sup> day of September, 2020, at 7:00 p.m., prevailing time.

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

PRESENT:

ABSENT:

The following resolution was introduced by Councilperson \_\_\_\_\_, who moved its adoption, and seconded by Councilperson \_\_\_\_\_, to wit:

**BE IT RESOLVED**, that introductory Local Law No. 3 of the Year 2020 entitled "A local law amending the Zoning Map of the Town of Liberty with respect to tax map parcel 35.-1-6.6" is hereby introduced before the Town Board of the Town of Liberty, County of Sullivan, State of New York; and

**BE IT FURTHER RESOLVED**, that copies of the aforesaid local law be laid upon the desk of each member of the Town Board; and

**BE IT FURTHER RESOLVED**, that the Town Board hereby determines the aforesaid local law to be a Type I Action pursuant to the regulations promulgated under the State Environmental Quality Review Act ("SEQRA") for which a Full Environmental

Assessment Form shall be prepared and the Town Board declares itself to be Lead Agency for purposes of SEQRA review; and

**BE IT FURTHER RESOLVED**, that the Town Board hold a public hearing on the aforesaid local law at the Town of Liberty Senior Center, 119 North Main Street, Liberty, New York, at \_\_\_\_\_ p.m., prevailing time, on \_\_\_\_\_, 2020; and

**BE IT FURTHER RESOLVED**, that the Town Clerk publish or cause to be published a public notice in the Sullivan County Democrat, of such public hearing at least five (5) days prior thereto.

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

Supervisor Frank DeMayo	voting	_____
Councilperson Dean Farrand	voting	_____
Councilperson Vincent McPhillips	voting	_____
Councilperson Brian McPhillips	voting	_____

The resolution was thereupon declared duly adopted.

**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Town of Liberty Introductory Local Law No. 3 of 2020		
Project Location (describe, and attach a general location map): Intersection of State Route 52 and Mt. Morris Road, Town of Liberty, New York, Tax Map Parcel 35.-1-6.6		
Brief Description of Proposed Action (include purpose or need): Amendment of Town of Liberty Zoning Map with respect to tax map parcel 35.-1-6.6 which is partially located in the RD Rural Development District and partially located in the SC Service Commercial District. The action would re-zone the entire parcel so that it is wholly located in the SC Service Commercial District. Changing the zoning designation such that the parcel is zoned in its entirety within the SC Service Commercial District will enable its future use and development under a uniform zoning regulatory scheme consistent with the Town Comprehensive Plan.		
Name of Applicant/Sponsor: Town of Liberty Town Board		Telephone: (845) 292-5111
		E-Mail: <a href="mailto:supervisordemayo@townofliberty.org">supervisordemayo@townofliberty.org</a>
Address: 120 North Main Street		
City/PO: Liberty	State: New York	Zip Code: 12754
Project Contact (if not same as sponsor; give name and title/role): Frank DeMayo, Town Supervisor		Telephone: same as above
		E-Mail: same as above
Address: same as above		
City/PO: same as above	State: same as above	Zip Code: same as above
Property Owner (if not same as sponsor): Virginia Nichols		Telephone:
		E-Mail:
Address: 358 Tanzman Road		
City/PO: Parksville	State: New York	Zip Code: 12768

## B. Government Approvals

**B. Government Approvals, Funding, or Sponsorship.** ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Counsel, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town Board of the Town of Liberty Local Law Approval	September 2020
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sullivan County Planning Agency GML 239 Review	September 2020
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## C. Planning and Zoning

### C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? ☒ Yes ☐ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part I

### C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☒ Yes ☐ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☐ Yes ☒ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) ☐ Yes ☒ No

If Yes, identify the plan(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? ☒ Yes ☐ No

If Yes, identify the plan(s):

Town of Liberty Agriculture and Farmland Protection Plan

\_\_\_\_\_  
\_\_\_\_\_



### C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☒ Yes ☐ No

If Yes, what is the zoning classification(s) including any applicable overlay district?

RU Rural Development District and SC Service Commercial District

b. Is the use permitted or allowed by a special or conditional use permit? ☒ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☒ Yes ☐ No

If Yes,

i. What is the proposed new zoning for the site? Zone entire site within the SC Service Commercial District

### C.4. Existing community services.

a. In what school district is the project site located? Liberty Central School District

b. What police or other public protection forces serve the project site?

New York State Police and Sullivan County Sheriff's Department

c. Which fire protection and emergency medical services serve the project site?

White Sulphur Springs Fire District, Town of Liberty Volunteer Ambulance Corps and Mobile Medic EMS Service

d. What parks serve the project site?

Walnut Mountain, Hanofee and Lapolt parks

### D. Project Details

#### D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ acres

b. Total acreage to be physically disturbed? \_\_\_\_\_ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ acres

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☐ No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? ☐ Yes ☐ No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_

- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year

- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year

- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_



f. Does the project include new residential uses? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, show numbers of units proposed.				
	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes,	
i. Total number of structures _____ ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length iii. Approximate extent of building space to be heated or cooled: _____ square feet	

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes,	
i. Purpose of the impoundment: _____ ii. If a water impoundment, the principal source of the water: <input type="checkbox"/> Ground water <input type="checkbox"/> Surface water streams <input type="checkbox"/> Other specify: _____ iii. If other than water, identify the type of impounded/contained liquids and their source. _____ iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____	

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes:	
i. What is the purpose of the excavation or dredging? _____ ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site? • Volume (specify tons or cubic yards): _____ • Over what duration of time? _____ iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____ _____ iv. Will there be onsite dewatering or processing of excavated materials? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, describe. _____ _____ v. What is the total area to be dredged or excavated? _____ acres vi. What is the maximum area to be worked at any one time? _____ acres vii. What would be the maximum depth of excavation or dredging? _____ feet viii. Will the excavation require blasting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> ix. Summarize site reclamation goals and plan: _____ _____ _____	

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes:	
i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____ _____ _____	

*ii.* Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_

\_\_\_\_\_

*iii.* Will the proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No  
If Yes, describe: \_\_\_\_\_

*iv.* Will the proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No  
If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

*v.* Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

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*c.* Will the proposed action use, or create a new demand for water? ☐ Yes ☐ No  
If Yes:

*i.* Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

*ii.* Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No  
If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

*iii.* Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No  
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

*iv.* Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No  
If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

*v.* If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

*vi.* If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

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*d.* Will the proposed action generate liquid wastes? ☐ Yes ☐ No  
If Yes:

*i.* Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

*ii.* Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

\_\_\_\_\_

*iii.* Will the proposed action use any existing public wastewater treatment facilities? ☐ Yes ☐ No  
If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No

<ul style="list-style-type: none"> <li>• Do existing sewer lines serve the project site? _____</li> <li>• Will a line extension within an existing district be necessary to serve the project? _____</li> </ul> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____	
If Yes: <ul style="list-style-type: none"> <li>• Applicant/sponsor for new district: _____</li> <li>• Date application submitted or anticipated: _____</li> <li>• What is the receiving water for the wastewater discharge? _____</li> </ul>	
v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans): _____	
vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____	
e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? _____	
If Yes: <ul style="list-style-type: none"> <li>i. How much impervious surface will the project create in relation to total size of project parcel?                  _____ Square feet or _____ acres (impervious surface)                  _____ Square feet or _____ acres (parcel size)</li> <li>ii. Describe types of new point sources. _____</li> <li>iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____</li> </ul>	
<ul style="list-style-type: none"> <li>• If to surface waters, identify receiving water bodies or wetlands: _____</li> <li>• Will stormwater runoff flow to adjacent properties? _____</li> </ul>	
iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____	
f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? _____	
If Yes, identify: <ul style="list-style-type: none"> <li>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____</li> <li>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____</li> <li>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____</li> </ul>	
g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? _____	
If Yes: <ul style="list-style-type: none"> <li>i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) _____</li> <li>ii. In addition to emissions as calculated in the application, the project will generate:             <ul style="list-style-type: none"> <li>• _____ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)</li> <li>• _____ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)</li> <li>• _____ Tons/year (short tons) of Perfluorocarbons (PFCs)</li> <li>• _____ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)</li> <li>• _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)</li> <li>• _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)</li> </ul> </li> </ul>	

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate methane generation in tons/year (metric): _____</p> <p>ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____</p>			
<p>i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____</p>			
<p>j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. When is the peak traffic expected (Check all that apply): <input type="checkbox"/> Morning <input type="checkbox"/> Evening <input type="checkbox"/> Weekend  <input type="checkbox"/> Randomly between hours of _____ to _____.</p> <p>ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____</p> <p>iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p>iv. Does the proposed action include any shared use parking? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____</p> <p>vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate annual electricity demand during operation of the proposed action: _____</p> <p>ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____</p> <p>iii. Will the proposed action require a new, or an upgrade, to an existing substation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>l. Hours of operation. Answer all items which apply.</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>
<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>		



<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p>	
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>n. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p> <p>_____</p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p> <p>_____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul> <p>_____</p> <p>_____</p>	

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_

ii. Anticipated rate of disposal/processing:

- \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
- \_\_\_\_\_ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

#### E. Site and Setting of Proposed Action

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm)

☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): \_\_\_\_\_

ii. If mix of uses, generally describe: \_\_\_\_\_

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

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v. Is the project site subject to an institutional control limiting property uses? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
<ul style="list-style-type: none"><li>• If yes, DEC site ID number: _____</li><li>• Describe the type of institutional control (e.g., deed restriction or easement): _____</li><li>• Describe any use limitations: _____</li><li>• Describe any engineering controls: _____</li><li>• Will the project affect the institutional or engineering controls in place? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li><li>• Explain: _____</li></ul>	
<b>E.2. Natural Resources On or Near Project Site</b>	
a. What is the average depth to bedrock on the project site? _____ feet	
b. Are there bedrock outcroppings on the project site? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	
c. Predominant soil type(s) present on project site: _____ % _____ % _____ %	
d. What is the average depth to the water table on the project site? Average: _____ feet	
e. Drainage status of project site soils: <input type="checkbox"/> Well Drained: _____ % of site <input type="checkbox"/> Moderately Well Drained: _____ % of site <input type="checkbox"/> Poorly Drained: _____ % of site	
f. Approximate proportion of proposed action site with slopes: <input type="checkbox"/> 0-10%: _____ % of site <input type="checkbox"/> 10-15%: _____ % of site <input type="checkbox"/> 15% or greater: _____ % of site	
g. Are there any unique geologic features on the project site? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, describe: _____	
h. Surface water features. i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> ii. Do any wetlands or other waterbodies adjoin the project site? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes to either i or ii, continue. If No, skip to E.2.i. iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> iv. For each identified regulated wetland and waterbody on the project site, provide the following information: <ul style="list-style-type: none"><li>• Streams: Name _____ Classification _____</li><li>• Lakes or Ponds: Name _____ Classification _____</li><li>• Wetlands: Name _____ Approximate Size _____</li><li>• Wetland No. (if regulated by DEC) _____</li></ul>	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, name of impaired water body/bodies and basis for listing as impaired: _____	
i. Is the project site in a designated Floodway? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
j. Is the project site in the 100-year Floodplain? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
k. Is the project site in the 500-year Floodplain? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>	
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <span style="float:right"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: i. Name of aquifer: _____	

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____</p> <p>_____</p> <p>_____</p>	
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p style="margin-left: 20px;">ii. Source(s) of description or evaluation: _____</p> <p style="margin-left: 20px;">iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> <li>• Currently: _____ acres</li> <li>• Following completion of project as proposed: _____ acres</li> <li>• Gain or loss (indicate + or -): _____ acres</li> </ul>	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing (endangered or threatened): _____</p> <p>_____</p> <p>_____</p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Species and listing: _____</p> <p>_____</p> <p>_____</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p> <p>_____</p>	
<p><b>E.3. Designated Public Resources On or Near Project Site</b></p>	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? _____</p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p style="margin-left: 20px;">ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p> <p>_____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. CEA name: _____</p> <p style="margin-left: 20px;">ii. Basis for designation: _____</p> <p style="margin-left: 20px;">iii. Designating agency and date: _____</p>	



**Full Environmental Assessment Form**  
**Part 2 - Identification of Potential Project Impacts**

Project :	Agency Use Only [If applicable] Local Law No. 3 of 2020
Date :	

**Part 2 is to be completed by the lead agency.** Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

**Tips for completing Part 2:**

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer "Yes" to a numbered question, please complete all the questions that follow in that section.
- If you answer "No" to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box "Moderate to large impact may occur."
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the "whole action".
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

<b>1. Impact on Land</b> Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If "Yes", answer questions a - j. If "No", move on to Section 2.</i> <div style="text-align: right; padding-right: 20px;"> <input checked="checked" type="checkbox"/> NO      <input type="checkbox"/> YES         </div>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**2. Impact on Geological Features**

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

☒ NO☐ YES

*If "Yes", answer questions a - c. If "No", move on to Section 3.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**3. Impacts on Surface Water**

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

☒ NO☐ YES

*If "Yes", answer questions a - l. If "No", move on to Section 4.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>



I. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
----------------------------------	--	--------------------------	--------------------------

#### 4. Impact on groundwater

The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer.

☒ NO

☐ YES

(See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t)

If "Yes", answer questions a - h. If "No", move on to Section 5.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

#### 5. Impact on Flooding

The proposed action may result in development on lands subject to flooding.

☒ NO

☐ YES

(See Part 1. E.2)

If "Yes", answer questions a - g. If "No", move on to Section 6.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
----------------------------------	--	--------------------------	--------------------------

## 6. Impacts on Air

The proposed action may include a state regulated air emission source.  
(See Part 1. D.2.f., D.2.h, D.2.g)

☒ NO

☐ YES

If "Yes", answer questions a - f. If "No", move on to Section 7.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO <sub>2</sub> ) ii. More than 3.5 tons/year of nitrous oxide (N <sub>2</sub> O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF <sub>6</sub> ) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

## 7. Impact on Plants and Animals

The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.)

☒ NO

☐ YES

If "Yes", answer questions a - j. If "No", move on to Section 8.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>



e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>8. Impact on Agricultural Resources</b> The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.) <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>9. Impact on Aesthetic Resources</b> The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i> <div style="text-align: right;"> <input checked="" type="checkbox"/> NO      <input type="checkbox"/> YES         </div>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>10. Impact on Historic and Archeological Resources</b> The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i> <div style="text-align: right;"> <input checked="" type="checkbox"/> NO      <input type="checkbox"/> YES         </div>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places.	E3e	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>

d. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>
If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

<b>11. Impact on Open Space and Recreation</b> The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>12. Impact on Critical Environmental Areas</b> The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**13. Impact on Transportation**

The proposed action may result in a change to existing transportation systems.

☒ NO☐ YES

(See Part 1. D.2.j)

*If "Yes", answer questions a - f. If "No", go to Section 14.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**14. Impact on Energy**

The proposed action may cause an increase in the use of any form of energy.

☒ NO☐ YES

(See Part 1. D.2.k)

*If "Yes", answer questions a - e. If "No", go to Section 15.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**15. Impact on Noise, Odor, and Light**

The proposed action may result in an increase in noise, odors, or outdoor lighting.

☒ NO☐ YES

(See Part 1. D.2.m., n., and o.)

*If "Yes", answer questions a - f. If "No", go to Section 16.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input type="checkbox"/>	<input type="checkbox"/>



d. The proposed action may result in light shining onto adjoining properties.	D2n	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

#### 16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)

☒ NO

☐ YES

If "Yes", answer questions a - m. If "No", go to Section 17.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**17. Consistency with Community Plans**

The proposed action is not consistent with adopted land use plans.

(See Part 1. C.1, C.2. and C.3.)

If "Yes", answer questions a - h. If "No", go to Section 18.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____		<input type="checkbox"/>	<input type="checkbox"/>

**18. Consistency with Community Character**

The proposed project is inconsistent with the existing community character.

(See Part 1. C.2, C.3, D.2, E.3)

If "Yes", answer questions a - g. If "No", proceed to Part 3.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**PRINT FULL FORM**

**Full Environmental Assessment Form**  
**Part 3 - Evaluation of the Magnitude and Importance of Project Impacts**  
**and**  
**Determination of Significance**

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☒ Part 1 ☒ Part 2 ☒ Part 3



Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the  
Town Board of the Town of Liberty as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Town of Liberty Introductory Local Law No. 3 of 2020

Name of Lead Agency: Town of Liberty Town Board

Name of Responsible Officer in Lead Agency: Frank DeMayo

Title of Responsible Officer: Supervisor

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

Date:

**For Further Information:**

Contact Person: Frank DeMayo, Supervisor, Town of Liberty

Address: 120 North Main Street, Liberty, New York 12754

Telephone Number: (845) 292-5111

E-mail: [supervisordemayo@townofliberty.org](mailto:supervisordemayo@townofliberty.org)

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)  
Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

**PRINT FULL FORM**

**GLENN L. SMITH, P.E.**  
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September 24, 2020

Town of Liberty  
Town Board  
120 North Main St.  
Liberty, NY 12754

Attn: Supervisor Frank DeMayo

Re: Combined Energy Services (CES)  
Proposed Propane Storage Tanks  
Near Parksville, SBL #6-1-37.1

Dear Supervisor DeMayo,

Good speaking to you earlier today regarding the above-noted matter. I have attached a copy of my August 21, 2020 letter to the town planning board along with two (2) copies of the "Conceptual Site Plan" I prepared, dated August 18, 2020. We had a Zoom video discussion with that board at their September 1, 2020 meeting.

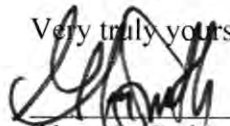
Basically, Michael Taylor of CES would like to purchase a 2 acre vacant parcel lying between Old Route 17 (C.R. 176) and Main Street, just easterly of the Hamlet of Parksville, located in the SC - "Service Commercial" zone, for installing a future maximum of six (6) - 30,000 gallon aboveground propane tanks, along with a small office/shop building.

The SC zone does not specifically allow this use although it does permit "industrial enterprises" as a Special Use. The planning board appeared to be generally in favor of this proposal at this site, but reluctant to grant approvals that would set a precedent for similar uses in other SC zones elsewhere in the town. Their attorney, Jacob Billig, suggested an "Overlay" allowance for only the Parksville SC zone to permit the tanks, which is obviously subject to town board approval. Jacob suggested we have a discussion with you and your board members, which is the intent of this letter and attachments.

Your board's comments/suggestions would be appreciated. If our attendance at a future board meeting would be helpful, both Mike Taylor and myself would be available.

Thanks very much.

Very truly yours,

  
Glenn L. Smith, P.E.

GLS/mdc  
Encl.

cc: Michael Taylor, CES

**GLENN L. SMITH, P.E.**  
**Consulting Engineer, P.C.**

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FILE  
COPY

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August 21, 2020

Town of Liberty  
Planning Board  
120 North Main St.  
Liberty, NY 12754

Attn: Lynn Dowe, Chairman

Re: Combined Energy Services (CES),  
Proposed Office/Propane Tanks Parcel  
Near Parksville, SBL #6-1-37.1

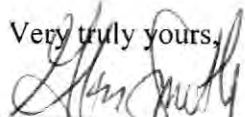
Dear Chairman Dowe,

Michael Taylor, President of CES, attended your Zoom video planning board meeting in July to discuss his proposal to place a small staff building and several above-ground liquid propane storage tanks on a 2 acre vacant parcel adjacent to Old Route 17 and Main Street in Parksville. The property is located in the "SC-Service Commercial" zoning district which permits as a Special Use: "industrial enterprises conducted under one roof involving less than 10 employees and less than 5,000 s.f. of floor area"; as well as "Accessory Uses Customary to the Special Uses". It appears that the CES staff use for 1-2 employees in a small building, with septic system and well, would conform. The storage tanks would be accessory to that use.

It would be appreciated if this project could be scheduled for additional review and discussion at your September 1, 2020 meeting. In this regard, I have enclosed the following:

1. "Conceptual Site Plan - CES", sheet #, dated August 18, 2020. This indicates the parcel location maps and concept layout of the tanks, building and access drive.
2. "Special Permit Application" and "Owner's Authorization" forms.
3. Short EAF - Part 1, dated August 20, 2020.

Thank you for your consideration. If additional information is required prior to your meeting, please let me know.

Very truly yours,  
  
Glenn L. Smith, P.E.

GLS/mdc  
Encl.

cc: Michael Taylor  
Richard Baum



# | Building beautiful, active communities

Santra Gerry, Chair

September 24, 2020

## STEERING COMMITTEE

Leni Binder

Daniel Briggs

Kathy Davidoff

Gay Donotrio

Conn Edwards

John Evans

Hon. Josephine V. Finn

Foster Supply Hospitality

Danielle Goabel

Ruby Gold

Katrina Graby

Jacquie Leventoff

Dali Levy

Barry Lewis

Lorraine Lopez-Janove

Arlly Marin-Leon

Steve Melendez

Klu Podu

Joyce Salimeno-Gitlin

Brian Scardafield

Gerald I. Skoda

Nicole Slevin

Fred Stabbert, III

Anna Lisa Dyhr Vogel

Rabbi Larry Zierler

Frank DeMayo, Supervisor  
Town of Liberty  
120 North Main Street  
Liberty, NY 12754

Re: Community Impact Grant

Dear Frank,

Thank you for applying for the Sullivan Renaissance 2020 Golden Feather Community Impact Grant. The Grant Review Committee ("Committee") thoroughly reviewed the Town's application. However, they did not vote to award the Town the Golden Feather Community Impact Grant at this time. The Committee agreed that development of Walnut Mountain Park is a worthwhile; however, wanted to see progress on the construction of the pavilion using the 2018 Golden Feather grant before awarding further funds for the project. Overall, the project was well received by the Committee but the ultimate consensus was to recommend splitting the project in phases with the construction of the pavilion being phase I.

Specifically with regard to the exercise equipment, the Town might consider contacting CCE Sullivan County or other municipalities that have installed similar equipment to determine a more realistic price range.

Sullivan Renaissance is available to assist the Town in your efforts to continue moving the Walnut Mountain project forward. The Town is welcome to apply for a 2021 Sullivan Renaissance Technical Assistance Grant for professional services including a planning and feasibility study, a programming study which would involve gathering more community input, or a design consultant to draw up plans for the kitchen, exercise equipment and parking spaces.

Thank you for continuing to build beautiful, active communities in Sullivan County. We look forward to working with you in 2021.

Sincerely,

Denise Frangipane, Executive Director



**COUNTY OF SULLIVAN**  
**COUNTY MANAGER'S OFFICE**  
**SULLIVAN COUNTY GOVERNMENT CENTER**  
100 NORTH STREET  
PO BOX 5012  
MONTICELLO, NY 12701

September 25, 2020

Mr. Frank Demayo, Town Supervisor  
120 North Main Street  
Liberty, NY 12745

RE: Tower Construction on SBL 23-1-126.1

Dear Supervisor Demayo,

I'm writing to you to inform you of a project that the County intends to undertake in your municipality. The County of Sullivan proposes to construct a communications tower on County owned property, in Liberty, New York at the Health and Human Services Complex.

The first purpose of the tower is to provide municipal owned wireless broadband in the Town and Liberty. We will then purchase and install our communication antennas and acquire the infrastructure necessary to broadcast signal from the new tower. The project will enhance the wireless broadband services to residents and businesses within the County, affording the ability to transmit and receive high-speed broadband signals from the newly constructed tower to Wi-Fi modems that would be located in resident homes and businesses. The tower and equipment will be County owned, with equipment being leased to a not-for-profit LDC, the Broadband Access LDC, who is responsible for the operations of the newly established broadband network.

The second County purpose is to serve the network data communication needs of County operations. Equipment we intend to hang on the proposed tower will allow us to have network communication between various county locations providing much needed bandwidth and redundancy.

You will receive formal notice as we proceed through the required environmental process. If you should have any questions and or concerns please contact me.

Sincerely,

Joshua Potossek, MBA  
Sullivan County Manager

Cc: Michael McGuire, County Attorney  
AnnMarie Martin, Clerk to the Legislature





### 2021 Travel Guide Listing(s)

Dear Member:

It's time to start preparing for our 2021 Travel Guide, which will be available for distribution in January 2021. For us to accomplish this huge task, we need your help. Please update your business information online by September 30, 2020.

To update your listing, please sign into your Simple View account with your username and password previously sent to you when you first signed up for your membership. If you need a new username/password sent to you, please email me and I will send you a new one. Unfortunately, if you have multiple businesses, you will need to update your listing for each of your businesses separately. *\*Please note we will not be putting in business days and/or hours businesses are open into the TG this year due to the ever-changing restrictions due to COVID-19.*

To update your description(s), go to Collateral → Listings. To update your Travel Guide description, go to "guide", to update your Website listing go to "website". *Please do not delete the business name, address, phone number, website & email at the top of your description.* Please keep in mind you only have 420 characters to work with. If you exceed 420 characters, your description will not save. *For descriptions that exceed 420 characters, we will pare it down to the requested 420-character size.*

Alternatively, if you want your listing in the 2021 Travel Guide to remain the same as the 2020 Travel Guide – simply email me and state: "please use the same Travel Guide listing in the 2021 Travel Guide as was in the 2020 Travel Guide".

Please Note: It is imperative that you update your information completely and accurately. Please do not wait until the deadline of September 30, 2020 to update your listing(s). For those interested in advertising in the 2021 Travel Guide or online at SullivanCatskills.com, please see the attached advertising rates. You must reserve your ad spot by going to our website <https://sullivancatskills.com/advertise-with-scva/>

If I can be of any assistance, please do not hesitate to contact me directly at 845-747-4449 or [HLG@SCVA.NET](mailto:HLG@SCVA.NET).

Sincerely,

Holly Gassler  
Administrative Operations Specialist

Sullivan Catskills Visitors Association • 15 Sullivan Avenue, Liberty, NY 12754 • Mailing: PO Box 248, Ferndale, NY 12734  
800.882.CATS • 845-747-4449 • TDD 800.662.1220  
[www.sullivancatskills.com](http://www.sullivancatskills.com)



*"This institution is an equal opportunity provider and employer"*



CAPTURE YOUR TARGET AUDIENCE WITH THE OPPORTUNITY TO SHOWCASE YOUR BUSINESS IN OUR TRAVEL GUIDE, ON OUR WEBSITE OR IN OUR WEEKLY E-NEWS!

WE PRINT 100,000 COPIES OF OUR AWARD- WINNING TRAVEL GUIDE ANNUALLY.

OUR GUIDES ARE DISTRIBUTED IN:

- Businesses throughout the Sullivan Catskills
- Rest Areas: Binghamton, Slootsburg, New Baltimore & Plattekill
- Notable Consumer Shows
- RV shows
- NY Times Travel Show
- ABA Travel Trade Show
- International Powwow
- Golf Show
- Outdoor Adventure Show
- Also, digitally on our website (which has over 650,000 pageviews annually)

**CONTACT: HOLLY GASSLER**

**Phone:** 845-747-4449

**Email:** HLG@SCVA.NET

**Website:** SullivanCatskills.com

**Address:**

PO Box 248

Ferndale, NY 12734

# SULLIVAN CATSKILLS VISITORS ASSOCIATION

## 2020 MEDIA OPPORTUNITIES

\*SCVA Members Only\*

### ADVERTISING OPTIONS

#### Print

**Sullivan Catskills Annual Travel Guide (January – December)**

1/8 Page (3.875w x 2h)	\$775
1/4 Page (3.875w x 5h)	\$1410
1/2 Page (8w x 5.25h)	\$2550
Full Page (8w x 10.25h)	\$4900
Inside Back Cover (8w x 10.25h)	\$7775
Inside Facing-Back Cover (8w x 10.25h)	\$7775
Back Cover (8w x 7h)	\$9000

#### Digital

##### Sullivan Catskills Website Leader Board Ads

Home Page (720 x 90 pixels)	\$600 (6 months) or \$1080 (1 year)
Directory Page (720 x 90 pixels)	\$500 (6 months) or \$900 (1 year)
Content Page (720 x 90 pixels)	\$450 (6 months) or \$780 (1 year)
Event Page (720 x 90 pixels)	\$300 (6 months) or \$480 (1 year)

\*Space is limited to 5 rotating slots per location \*

##### Weekly E-News Ads

Top of Page (620 x 90 pixels)	\$1200 (12 weeks)
Bottom of Page (620 x 90 pixels)	\$1020 (12 weeks)

\*12 Week Minimum. Space is limited to 2 Advertisers per E-News\*



*NGS Construction, LLC*

**Excavating - Sitework**

*PO Box 18  
Eldred, NY 12732  
(845) 807-6576*

Attn: Jeff Francisco  
Delaware Engineering, D.P.C.  
55 South Main Street  
Oneonta, NY 13820  
607.432.8073  
jeff@delawareengineering.com

October, 8 2020

Re: White Sulphur Spring Water District Road Grading Proposal.

Scope of work:

- Raise Grade of existing roadway 1ft in elevation with NYSDOT approved Crusher Run and compact.
- Roadway to be 15ft wide.
- Install (3) 12" culverts at locations to be determined by water department.

Total for this proposal: \$14,000.00

Sincerely,

Norman Sutherland  
NGS Construction, LLC

# NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

## Region 3 Main Office

21 South Putt Corners Road, New Paltz, NY 12561-1620

P: (845) 256-3000 | F: (845) 255-3042

[www.dec.ny.gov](http://www.dec.ny.gov)

October 2, 2020

Town of Liberty Supervisor, Frank DeMayo  
Town Hall  
120 North Main Street  
Liberty, NY 12754

Re: **Annual Compliance Inspection**  
**Swan Lake WWTP**  
**SPDES Permit No. NY0030252**

Dear Supervisor DeMayo and Town Board,

The inspection of the referenced facility was performed on September 10, 2020, to evaluate compliance with the State's Pollutant Discharge Elimination System (SPDES) Permit and Article 17 of the Environmental Conservation Law. Please refer to the attached copies of the inspection report and inspector comments for more detailed information and note that a Satisfactory Rating has been issued for the facility.

Your cooperation in operating and maintaining this facility will be appreciated.  
Please contact me at: (845)256-3162 or [Susan.Cockburn@dec.ny.gov](mailto:Susan.Cockburn@dec.ny.gov) should you have any questions.

Sincerely,



Susan Cockburn, Asst. Engineer

Ec: Natalie Browne, DEC, DOW, Program Manager  
Stacey Yaun, Superintendent, Liberty Water & Sewer Dept



Department of  
Environmental  
Conservation



**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
DIVISION OF WATER  
MUNICIPAL WASTEWATER TREATMENT FACILITY INSPECTION**




Department of  
Environmental  
Conservation

Violations of 6 NYCRR Part 750 are subject to applicable civil, administrative, and criminal sanctions set forth in ECL Article 17 and as appropriate, the Clean Water Act.  
This form is a record of conditions which are observed in the field at the time of inspection and documentation of compliance with Part 750.

<b>Facility Name, Address, Phone Number(s):</b> Swan Lake STP County Rd. 14, Liberty, NY 12754			
<b>Permittee Name, Address, Phone Number(s):</b> Town of Liberty, Town Hall, 120 N Main St., Liberty, NY 12754			
<b>Permittee/LRP E-mail:</b>	<b>Municipality (C/T/V):</b> Liberty	<b>County:</b> Sullivan	<b>SPDES Number:</b> NY 0030252 <b>DEC Region:</b> 03
<b>Inspector's Name and Title:</b> Susan Cockburn, Asst. Engineer			<b>Date:</b> 09/10/2020
<b>Facility Representative(s) and Company(ies):</b> Stacy Yaun			<b>Time:</b> 1 PM
<b>Name and Class of Receiving Water:</b> Mongaup River Trib			<b>Weather:</b> Sunny
<b>Inspection Type:</b> COMPREHENSIVE		UNANNOUNCED	<b>Overall Inspection Rating:</b> SATISFACTORY
<b>CODES:</b> S = Satisfactory    M = Marginal    U = Unsatisfactory    F = Follow-up    NR: Not Rated    NA: Not Applicable    NI = Not Inspected			

**A. Facility Description / General:**

<b>Rating    Item:</b>			<b>Comments</b>	<b>Citation/ Reference</b>	<b>F</b>
1.	<input type="checkbox"/> S	A copy of SPDES permit available on-site?		Part 750-2.1	<input type="checkbox"/>
	<input type="checkbox"/> S	(a) Permit valid or expired (Date if expired)?		Part 750-2.1	<input type="checkbox"/>
2.	<input type="checkbox"/> S	Are all outfall discharge points permitted?		Part 750-1.12	<input type="checkbox"/>
3.	<input type="checkbox"/> NA	Notified DEC of new/modified discharges?		Part 750-1.12	<input type="checkbox"/>
4.	<input type="checkbox"/> S	Housekeeping (Office/grounds/lab)?		Part 750-2.8	<input type="checkbox"/>
5.	<input type="checkbox"/> S	Flow metering (Types/location/calibration)?	Automatic	Part 750-2.5	<input type="checkbox"/>
6.	<input type="checkbox"/> NA	Odor complaints/issue? (If any odor issues, dates/corrective actions)		Part 750-2.8	<input type="checkbox"/>
7.	<input type="checkbox"/> NI	Noise complaints/issue? (If any noise issues, dates/corrective actions)		Part 750-2.8	<input type="checkbox"/>
8.	<input type="checkbox"/> S	WTCs used/records properly maintained?	Sodium Aluminate for Phosphorous	Part 750-2.5	<input type="checkbox"/>
9.	<input type="checkbox"/> NA	Nearby water supply(concerns)?		Part 750-2.8	<input type="checkbox"/>
10.	<input type="checkbox"/>	Other (Specify)?			<input type="checkbox"/>

 Click Left Button to Clear the Form



**B. Collection System / Pump Station:**☐ NI ☐ NA

100

% Separate,

% Combined.

Population of collection system: 372 accts

Miles of Pipe: 7.3

Number of pump stations in system: 8

Number pump stations inspected: 2

Rating	Item:		F
1. NA	Sewer overflows upstream of the plant? If any CSO/SSO (List reason/location)	None	Part 750-2.8 <input type="checkbox"/>
2. NA	Unpermitted overflows/bypasses inside the plant since last inspection? (If any, list date/corrective action)	None	Part 750-2.8 <input type="checkbox"/>
3. NA	Date when overflow/bypass channel used?		Part 750-2.8 <input type="checkbox"/>
4. NA	Any other in plant bypass designed for WWTP?		Part 750-2.8 <input type="checkbox"/>
	(a) List bypass frequency (Times per year).		Part 750-2.8 <input type="checkbox"/>
	(b) List average duration of bypass (Hours).		Part 750-2.8 <input type="checkbox"/>
5. NA	CSO/SSO reported via NY-Alert/corrective action?		Part 750-2.7 <input type="checkbox"/>
6. NA	CSO/SSO routinely inspected?		Part 750-2.8 <input type="checkbox"/>
7. S	Infiltration/Inflow (I/I) (Present)?	Yes	Part 750-2.9 <input type="checkbox"/>
8. M	I/I corrective actions? (TV/lining/sealing/replacement/inspections)	Metering on colonies helps, bungalow colonies now w/sewer meters register the source of I&I	Part 750-2.9 <input type="checkbox"/>
9. S	Collection system inspection program?		Part 750-2.8 <input type="checkbox"/>
	S (a) Pump station inspection program?	yes	Part 750-2.8 <input type="checkbox"/>
10. S	BMP/Wet Weather Plan (Date/reviewed)?		Part 750-2.9 <input type="checkbox"/>
11. S	Sewer Use Ordinance (SUO) (Date/copy)?		Part 750-2.9 <input type="checkbox"/>
12. S	Are all pump stations operational? (Backup/SCADA/telemetry/monitoring)		Part 750-2.8 <input type="checkbox"/>
	(a) No. pumps operational (Dry/wet weather)?	Yes all 4 operational plus the storm catch basin below.	Part 750-2.8 <input type="checkbox"/>
13. S	Backup/spare pumps/parts available?		Part 750-2.8 <input type="checkbox"/>
14.	Other (Specify)?		<input type="checkbox"/>

**C. Industrial Waste/Pretreatment:**☐ NI ☒ NA

<u>Rating</u>	<u>Item:</u>		<b>F</b>
1. <input type="checkbox"/>	Mini program required by SPDES permit?	_____	Part 750-2.9 <input type="checkbox"/>
2. <input type="checkbox"/>	Industrial waste discharge permits issued?	_____	Part 750-2.9 <input type="checkbox"/>
3. <input type="checkbox"/>	Industrial waste accepted (Problems)?	_____	Part 750-2.8 <input type="checkbox"/>
4. <input type="checkbox"/>	Outside septage accepted (Problems)?	_____	Part 750-2.8 <input type="checkbox"/>
5. <input type="checkbox"/>	Monitoring reqd./available for hauled waste?	_____	Part 750-2.5 <input type="checkbox"/>
6. <input type="checkbox"/>	Other (Specify)?	_____	<input type="checkbox"/>

**D. Preliminary/Primary Treatment:**☐ NI ☐ NA

<u>Rating</u>	<u>Item:</u>		<b>F</b>
1. <input type="checkbox"/>	Influent pumps/wet wells/SCADA?	Float switches present.	Part 750-2.8 <input type="checkbox"/>
<input type="checkbox"/>	(a) Corrosion observed?	None	Part 750-2.8 <input type="checkbox"/>
2. <input type="checkbox"/>	Screens/Comminutor?	Manual	Part 750-2.8 <input type="checkbox"/>
	(a) No./type/cleaning method (Auto/manual)?	_____	Part 750-2.8 <input type="checkbox"/>
3. <input type="checkbox"/>	Screenings/Grit removal (records)?	yes, waste removed goes to dumpster.	Part 750-2.5 <input type="checkbox"/>
4. <input type="checkbox"/>	Flow equalization present/needed?	_____	Part 750-2.8 <input type="checkbox"/>
5. <input type="checkbox"/>	Settling/Septic tanks?	_____	Part 750-2.8 <input type="checkbox"/>
6. <input type="checkbox"/>	Sludge depth in primary clarifiers?	6" to 8 "	Part 750-2.8 <input type="checkbox"/>
7. <input type="checkbox"/>	Condition of primary clarifier effluent?	_____	Part 750-2.8 <input type="checkbox"/>
8. <input type="checkbox"/>	Other (Specify)?	Flow Eq: Storm tank for overflow- pumps back up. used in heavy rainstorms only.	<input type="checkbox"/>

**E. Secondary Biological Treatment:**☐ NI ☐ NA

<u>Rating</u>	<u>Item:</u>		<b>F</b>
1. <input type="checkbox"/>	Fixed film/Suspended growth? (Specify recycle rate)	_____	Part 750-2.8 <input type="checkbox"/>
2. <input type="checkbox"/>	Rotating Biological Contactors? (Specify shaft weight/flow)	_____	Part 750-2.8 <input type="checkbox"/>
3. <input type="checkbox"/>	Activated sludge/MBR/SBRs?	after splitter box flow enters 2 oxidation ditches, activated sludge.	Part 750-2.8 <input type="checkbox"/>

- |    |                             |                              |  |              |                          |
|----|-----------------------------|------------------------------|--|--------------|--------------------------|
| 4. | <input type="checkbox"/> M  | Foaming/filamentous issues?  | Some grease foam from bungalow colonies in summer.         | Part 750-2.8 | <input type="checkbox"/> |
| 5. | <input type="checkbox"/> NA | Stabilization Ponds/Lagoons? |  | Part 750-2.8 | <input type="checkbox"/> |
| 6. | <input type="checkbox"/> NA | Sand filter (recycle rate) ? |  | Part 750-2.8 | <input type="checkbox"/> |
| 7. | <input type="checkbox"/>    | Process control values?      |  | Part 750-2.8 | <input type="checkbox"/> |
| 8. | <input type="checkbox"/> S  | Other(Specify)?              | From 2 oxidation ditches flow settles out in 2 clarifiers. |              | <input type="checkbox"/> |

#### F. Secondary Clarifier:

☐ NI ☐ NA

- |    | <u>Rating</u>              | <u>Item:</u>                            |       |              | <u>F</u>                 |
|----|----------------------------|---|-------|--------------|--------------------------|
| 1. | <input type="checkbox"/> S | Foam/solids/grease present on surface?  |       | Part 750-2.8 | <input type="checkbox"/> |
| 2. | <input type="checkbox"/> S | Tank/weir cleaning date & weir level?   | daily | Part 750-2.8 | <input type="checkbox"/> |
| 3. | <input type="checkbox"/> S | Denitrification/gas bubbles on surface? | None  | Part 750-2.8 | <input type="checkbox"/> |
| 4. | <input type="checkbox"/> S | Sludge blanket depth & RAS/WAS rates?   |       | Part 750-2.8 | <input type="checkbox"/> |
| 5. | <input type="checkbox"/> S | Scum arm condition?                     |       | Part 750-2.8 | <input type="checkbox"/> |
| 6. | <input type="checkbox"/> S | Secondary effluent quality?             |       | Part 750-2.8 | <input type="checkbox"/> |
| 7. | <input type="checkbox"/> S | Loss of solids reported/observed? Other | None  | Part 750-2.8 | <input type="checkbox"/> |
| 8. | <input type="checkbox"/>   | (Specify)?                              |       |              | <input type="checkbox"/> |

#### G. Tertiary Treatment:

☐ NI ☒ NA

- |    | <u>Rating</u>            | <u>Item:</u>   |  |              | <u>F</u>                 |
|----|--------------------------|--|--|--------------|--------------------------|
| 1. | <input type="checkbox"/> | Filtration (Specify type)?                                       |  | Part 750-2.8 | <input type="checkbox"/> |
| 2. | <input type="checkbox"/> | Microfiltration?   |  | Part 750-2.8 | <input type="checkbox"/> |
| 3. | <input type="checkbox"/> | Activated carbon adsorption?                                     |  | Part 750-2.8 | <input type="checkbox"/> |
| 4. | <input type="checkbox"/> | Nitrification?   |  | Part 750-2.8 | <input type="checkbox"/> |
| 5. | <input type="checkbox"/> | Denitrification?   |  | Part 750-2.8 | <input type="checkbox"/> |
| 6. | <input type="checkbox"/> | Post-aeration?   |  | Part 750-2.8 | <input type="checkbox"/> |
| 7. | <input type="checkbox"/> | Phosphorus removal?  |  | Part 750-2.8 | <input type="checkbox"/> |
| 8. | <input type="checkbox"/> | Other (i.e. Polishing ponds, Ammonia stripping, etc.) (Specify)? |  | Part 750-2.8 | <input type="checkbox"/> |

**H. Disinfection:**☐ NI ☐ NA

	Rating	Item:		F
1.	<input type="checkbox"/> NA	Chlorination/Dechlorination type (Gas/Liquid/Solid)? (Dose/feed pump settings)	Part 750-2.8	<input type="checkbox"/>
2.	<input type="checkbox"/> NA	Chlorine monitoring (Level)?	Part 750-2.8	<input type="checkbox"/>
3.	<input type="checkbox"/> S	Ultraviolet (UV) light (Setting)?	From the clarifiers, all flow goes to UV disinfection	<input type="checkbox"/>
4.	<input type="checkbox"/>	Other (Specify)?		<input type="checkbox"/>

**I. Final Effluent:**☐ NI ☐ NA

	Rating	Item:		F
1.	<input type="checkbox"/> NA	Polishing pond (Odor/foam/solids/algae)?	Part 750-2.8	<input type="checkbox"/>
2.	<input type="checkbox"/> S	Effluent quality (Odor/turbidity/color)?	Some bubbles on top	<input type="checkbox"/>
3.	<input type="checkbox"/> NA	Receiving water condition(Up/downstream)	Not visible as effluent reaches stream submerged	<input type="checkbox"/>
4.	<input type="checkbox"/> S	Outfall sign at each discharge point?	Part 750-1.12	<input type="checkbox"/>
5.	<input type="checkbox"/>	Other (Specify)?		<input type="checkbox"/>

**J. Sludge Handling:**☐ NI ☐ NA

	Rating	Item:		F
1.	<input type="checkbox"/> S	Sludge disposal? (List name and loc. of disposal sites/hauler)	TAMS Sludge Hauling and Removal, permit# 3A-813.	<input type="checkbox"/>
2.	<input type="checkbox"/> S	Digestion (Functioning properly/type)?		<input type="checkbox"/>
3.	<input type="checkbox"/> S	Sludge pumps?		<input type="checkbox"/>
4.	<input type="checkbox"/> S	Sludge Dewatering (Type)?	Sand drying beds	<input type="checkbox"/>
5.	<input type="checkbox"/> S	Maintenance of sludge pumps ?	Self maintenance, work room with all supplies and tools.	<input type="checkbox"/>
6.	<input type="checkbox"/> S	Records available for disposal practices?	Yes upstairs in office with STP clerk, Joan.	<input type="checkbox"/>
7.	<input type="checkbox"/>	Other (Specify)?		<input type="checkbox"/>

**K. Sampling Evaluation and Lab Information:**
☐ NI ☐ NA

Rating	Item:			F
1. <input type="text" value="S"/>	Written sampling plan? (Plan being followed)?	Yes with guidelines posted.	Part 750-2.5	<input type="checkbox"/>
2. <input type="text" value="NA"/>	Need to modify sampling frequency/types? (Explain)		Part 750-2.5	<input type="checkbox"/>
3. <input type="text" value="S"/>	Samples collected at specified locations?	At influent and effluent.	Part 750-2.5	<input type="checkbox"/>
4. <input type="text" value="S"/>	Adequate for representative sample?		Part 750-2.5	<input type="checkbox"/>
5. <input type="text" value="S"/>	Automatic sampler used? (Condition)	Good	Part 750-2.5	<input type="checkbox"/>
6. <input type="text" value="S"/>	Type of samples collected (Grab/composite)?	Random, all day on timer composite	Part 750-2.5	<input type="checkbox"/>
7. <input type="text" value="S"/>	If composite, minimum of 8 grab samples?		Part 750-2.5	<input type="checkbox"/>
8. <input type="text" value="NA"/>	Permittee ELAP certified? (If yes, provide ELAP certificate #)		Part 750-2.5	<input type="checkbox"/>
9. <input type="text" value="S"/>	Is the commercial laboratory ELAP certified? (List lab name, address and ELAP cert. #)	Orange County Labs permit #OLC Analytic Service 10510-Envirotest Laboratories 10142.	Part 750-2.5	<input type="checkbox"/>
10. <input type="text" value="S"/>	EPA-approved testing procedures followed?		Part 750-2.5	<input type="checkbox"/>
<input type="text" value="S"/>	Testing done for all parameters as required?		Part 750-2.5	<input type="checkbox"/>
11. <input type="text" value="NA"/>	WET (Whole Effluent Toxicity) testing?		Part 750-2.5	<input type="checkbox"/>
12. <input type="text" value="S"/>	Instrumentation calibrated & maintained?		Part 750-2.5	<input type="checkbox"/>
13. <input type="text" value="S"/>	Daily calibration, log books maintained?		Part 750-2.5	<input type="checkbox"/>
14. <input type="text" value="S"/>	Lab supplies are not expired? (Date if expired)		Part 750-2.5	<input type="checkbox"/>
15. <input type="text" value="S"/>	Are lab records retained at facility?		Part 750-2.5	<input type="checkbox"/>
16. <input type="text" value="S"/>	Is process control testing performed? (Discuss target values)	Permit limits	Part 750-2.5	<input type="checkbox"/>
17. <input type="text" value="S"/>	MLSS for day/week/month?	Daily	Part 750-2.8	<input type="checkbox"/>
18. <input type="text" value="S"/>	SVI for day/week/month?		Part 750-2.5	<input type="checkbox"/>
19. <input type="text" value="S"/>	Microscopic analysis of MLSS?	From the oxidation ditch seasonally.	Part 750-2.5	<input type="checkbox"/>
20. <input type="text" value="S"/>	5/30 minutes settleometer (Day/week/month)?	Daily M-F	Part 750-2.5	<input type="checkbox"/>
21. <input type="text" value="S"/>	Monitoring records kept minimum 5 years?		Part 750-2.5	<input type="checkbox"/>
22. <input type="text" value="S"/>	Flow records maintained (Influent/effluent)?	Yes both.	Part 750-2.5	<input type="checkbox"/>
23. <input type="text" value=""/>	Other (Specify)			<input type="checkbox"/>



**L. Operation and Maintenance (Additional Info.):**☐ NI ☐ NA

Rating	Item:			F
1. S	Preventive maintenance plan (Method)?	Review of manholes regularly and the removal of rags and constricting items.	Part750-2.5	<input type="checkbox"/>
2. S	Records of maintenance/repair cost maintained (Method)?	Swan Lake STP office manager Joan	Part750-2.5	<input type="checkbox"/>
3. S	Spare parts inventory?		Part750-2.8	<input type="checkbox"/>
4. S	Current O&M manual?		Part750-2.8	<input type="checkbox"/>
5. S	O & M manual maintained?		Part750-2.5	<input type="checkbox"/>
6. S	Organizational chart for O & M staff?	Evan Decker and Wayne Banks, specified duties chart on site.	Part750-2.5	<input type="checkbox"/>
7. S	Alarm systems (List)?	Auto dial alarms	Part750-2.8	<input type="checkbox"/>
8. S	Back-up power (Exercised)?	Monthly	Part750-2.8	<input type="checkbox"/>
9. S	Unapproved bypass during power failure (If any, date/corrective action)	None	Part750-2.8	<input type="checkbox"/>
10. S	Written back-up power emergency plan?	Portable Generator	Part750-2.8	<input type="checkbox"/>
11. S	All required treatment units in service during back-up power use?	Yes	Part750-2.8	<input type="checkbox"/>
12. S	Hydraulic/organic overloads?	None	Part750-2.8	<input type="checkbox"/>
13. S	Schedule for removing critical equipment from service for routine maintenance?	Yes, lock out and tag out program	Part750-2.8	<input type="checkbox"/>
14. S	Safety railings/gratings in place/good condition?		Part 750-2.8	<input type="checkbox"/>
15. S	Lights, ventilation operational (Wet wells)?		Part 750-2.8	<input type="checkbox"/>
16. S	As-built plans for collection system /WWTP?		Part750-2.5	<input type="checkbox"/>
17.	Other (Specify)?			<input type="checkbox"/>

**M. Staffing / Personnel Information:**☐ NI ☐ NA

Rating			F
1. S	Staffing adequate?		Part 650 <input type="checkbox"/>
2. S	Certification/grade adequate?		Part 750-2.8 & Part 650 <input type="checkbox"/>
3. S	Plant score and grade?		Part 750-2.8 <input type="checkbox"/>

4.	<input checked="" type="checkbox"/> S	Chief operator name, Grade, Cert. #, Exp?	Stacy Yaun Cert# 2A 13670	& Part 650 Part 750-2.8 & Part 650	<input type="checkbox"/>
5.	<input checked="" type="checkbox"/> S	Asst. operator Name, Grade, Cert. #, Exp.?	Wayne Banks	Part 750-2.8 & Part 650	<input type="checkbox"/>
6.	<input checked="" type="checkbox"/> S	WWTP responsible for collection system?	Yes	Part 650	<input type="checkbox"/>
7.	<input checked="" type="checkbox"/> S	Operators responsible for water supply?	Yes, 5 Water districts, 3 STPs	Part 650	<input type="checkbox"/>
8.	<input checked="" type="checkbox"/> S	Is Chief Operator present at the WWTP as per required guideline?		Part 650	<input type="checkbox"/>
9.	<input checked="" type="checkbox"/> S	Is certified WWTP operator present at the plant as per required guideline?		Part 650	<input type="checkbox"/>

**N. Fiscal:**
☐ NI ☐ NA

How sewer rates are assessed (Flat vs metering)? 8 sewer meters on bungalow colonies: 7 pay \$.01/gallon, 1 pays \$11.23/1000 gallons, the rest is FLAT Rate

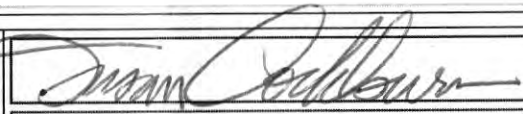
How is the plant budget developed? Town Board

Asset Management Plan (AMP)? Town Board AMP Prepared/Date? Plans to update AMP?

Is AMP used to assess/prioritize critical system components?

**Compliance Status (Orders, Schedules, etc.):**
**Comments:**

- ☐ Photographs attached:
- ☐ Attachments (graphs, diagrams, etc.):
- ☐ DMR Issues:
- ☐ SPRTK Issues:
- ☐ NetDMR Issues:



Susan Cockburn 09/14/2020

Inspector's Signature / Date

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1185	7006	H. OSTERHOUDT EXCAVATING, INC						
RESERVE -	STEVENSVILLE WATER CAPITAL	Capital Outlay		HT 8311 3		67,579.50		67,579.50
1432	7006	H. OSTERHOUDT EXCAVATING, INC						
RESERVE -	STEVENSVILLE WATER CAPITAL	Capital Outlay		HT 8311 3		537,421.75		537,421.75
1433	7006	H. OSTERHOUDT EXCAVATING, INC						
RESERVE -	STEVENSVILLE WATER CAPITAL	Capital Outlay		HT 8311 3		177,154.45		177,154.45
1485	1757	TAM ENTERPRISES						
RESERVE -	STEVENSVILLE WATER CAPITAL	Capital Outlay		HT 8311 3		23,873.50		23,873.50
1539	7023	DELTA DENTAL OF NEW YORK						
GENERAL FUND -	TOWNWIDE	Emp. Benefit		A 9060 8		688.00	201002	688.00
1540	5160	INTERNATIONAL ASSOCIATION OF						
GENERAL FUND -	TOWNWIDE	Contractual		A 1355 4		1,293.00	59097	1,293.00
1541	155	N Y S A A						
GENERAL FUND -	TOWNWIDE	Contractual		A 1355 4		200.00	59094	200.00
1542	110	NYSE&G						
GENERAL FUND -	TOWNWIDE	Contractual		A 5182 4		861.62	59093	
FERNDAL LIGHT DISTRICT		Contractual		L1 5182 4		442.99		
SWAN LAKE LIGHT DISTRICT		Contractual		L2 5182 4		1,192.70		
W.S.S. LIGHT DISTRICT		Contractual		L3 5182 4		552.75		
PARKSVILLE LIGHT DISTRICT		Contractual		L4 5182 4		457.68		
LOCH SHELDRAKE ROAD LIGHT DISTRICT		Contractual		L5 5182 4		388.44		3,896.18
1543	110	NYSE&G						
GENERAL FUND -	TOWNWIDE	Contractual		A 7150 4		26.91	59093	26.91
1544	110	NYSE&G						
INFIRMARY ROAD SEWER DISTRICT		Contractual		S7 8110 4		117.77	59093	117.77
1545	110	NYSE&G						
GENERAL FUND -	TOWNWIDE	Contractual		A 7110 4		26.22	59093	26.22
1546	3038	CONSTELLATION ENERGY SVC OF NY						
GENERAL FUND -	TOWNWIDE	Contractual		A 5182 4		230.54	59096	230.54
1547	3038	CONSTELLATION ENERGY SVC OF NY						
LOOMIS SEWER DISTRICT		Contractual		S1 8110 4		263.17	59096	
ROUTE 55 WATER DISTRICT		Contractual		W7 8310 4		353.88		617.05
1548	5403	TIME WARNER CABLE						
GENERAL FUND -	TOWNWIDE	Contractual		A 7020 4		96.98	59099	96.98
1549	5402	TIME WARNER CABLE						
GENERAL FUND -	TOWNWIDE	Contractual		A 5132 4		119.98	59098	119.98
1550	658	VERIZON WIRELESS						
GENERAL FUND -	TOWNWIDE	Contractual		A 5010 4		56.41	59095	56.41
1551	7023	DELTA DENTAL OF NEW YORK						
GENERAL FUND -	TOWNWIDE	Emp. Benefit		A 9060 8		62.00	201009	62.00

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK	AMOUNT
1552	575	ADVANCED AUTO PARTS							
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,143.71			1,143.71
1553	575	ADVANCED AUTO PARTS	16134						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,656.62			1,656.62
1554	1595	AMERICAN EXPRESS							
GENERAL FUND - TOWNWIDE		Contractual		A 7020 4		62.40			62.40
1555	1595	AMERICAN EXPRESS							
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		54.97			
GENERAL FUND - TOWNWIDE		Contractual		A 1680 4		310.85			365.82
1556	1595	AMERICAN EXPRESS							
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		346.97			346.97
1557	1314	THE ANSWER, INC.							
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		45.10			45.10
1558	2048	APPLIED LOGIC CORP.							
GENERAL FUND - TOWNWIDE		Contractual		A 1681 4		451.40			
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		451.40			902.80
1559	5159	HENRY BARRY							
GENERAL FUND - TOWNWIDE		Contractual		A 1962 4		400.00			400.00
1560	1894	BLUE TARP FINANCIAL, INC							
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		39.99			39.99
1561	1740	CAMPBELL FREIGHTLINER							
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		303.92			303.92
1562	20	CATSKILL-DELAWARE PUB.							
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		112.64			112.64
1563	20	CATSKILL-DELAWARE PUB.							
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		146.00			146.00
1564	3038	CONSTELLATION ENERGY SVC OF NY							
GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		145.04			145.04
1565	3026	COUNTY WASTE & RECYCLING							
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		146.06			146.06
1566	670	CRYO WELD CORP.							
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		8.74			8.74
1567	7139	DANNYS COMPLETE AUTO REPAIR							
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		39.99			39.99
1568	1395	DECKELMAN LLC	16166						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5142 4		2,280.00			
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		DB 5110 4		1,260.00			
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		DB 5110 4		1,120.00			4,660.00

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1569	7032	DELAWARE ENGINEERING, D.P.C. S. L. / BRISCOE CONSOLIDATED SEWER	Contractual	S2 8111 4		5,031.16		5,031.16
1570	7032	DELAWARE ENGINEERING, D.P.C. RESERVE - STEVENSVILLE WATER CAPITAL	Capital Outlay	HT 8311 3		15,148.68		15,148.68
1571	7023	DELTA DENTAL OF NEW YORK GENERAL FUND - TOWNWIDE	Emp. Benefit	A 9060 8		264.12		264.12
1572	1972	DOWSER WATER GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		15.99		15.99
1573	1972	DOWSER WATER GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		15.98		15.98
1574	1972	DOWSER WATER GENERAL FUND - TOWNWIDE	Contractual	A 7110 4		62.03		62.03
1575	433	EAST COAST ENVIRONMENTAL, INC. WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		119.70		119.70
1576	572	ERTS MECHANICAL GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		646.27		646.27
1577	1134	EVERYDAY APPAREL GENERAL FUND - TOWNWIDE	Contractual	A 7020 4		72.00		72.00
1578	64	52 AUTO WORKS, INC WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		49.95		49.95
1579	1465	FLEETPRIDE HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		655.02		655.02
1580	1944	FOCUS MEDIA, INC GENERAL FUND - TOWNWIDE	Contractual	A 1480 4		160.09		160.09
1581	1052	HILLSIDE GREENHOUSES GENERAL FUND - TOWNWIDE	Contractual	A 1962 4		786.50		786.50
1582	5095	HOME DEPOT GENERAL FUND - TOWNWIDE	Contractual	A 1962 4		382.43		382.43
1583	5095	HOME DEPOT GENERAL FUND - TOWNWIDE	Contractual	A 7110 4		177.54		177.54
1584	5160	INTERNATIONAL ASSOCIATION OF GENERAL FUND - TOWNWIDE	Contractual	A 1355 4		220.00		220.00
1585	1223	I ZAKARIN & SONS GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		111.35		111.35
1586	1474	KIMBALL-MIDWEST HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		88.22		88.22
1587	1609	KENNETH KLEIN GENERAL FUND - TOWNWIDE	Contractual	A 1420 4		5,500.00		5,500.00



VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1588	1608	KLEIN & SONS LOGGING, INC.						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5140 4		369.00		369.00
1589	1709	LAWSON PRODUCTS, INC	16137					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,329.15		1,329.15
1590	970	LIBERTY FARM, HOME & PET						
GENERAL FUND - TOWNWIDE		Contractual		A 7140 4		32.95		32.95
1591	970	LIBERTY FARM, HOME & PET						
GENERAL FUND - TOWNWIDE		Contractual		A 1962 4		291.91		291.91
1592	970	LIBERTY FARM, HOME & PET						
GENERAL FUND - TOWNWIDE		Contractual		A 1962 4		99.90		99.90
1593	970	LIBERTY FARM, HOME & PET						
GENERAL FUND - TOWNWIDE		Contractual		A 1962 4		52.46		52.46
1594	970	LIBERTY FARM, HOME & PET						
GENERAL FUND - TOWNWIDE		Contractual		A 1962 4		63.24		63.24
1595	970	LIBERTY FARM, HOME & PET						
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		DB 5110 4		12.99		12.99
1596	730	LIBERTY PRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 1310 4		95.25		95.25
1597	809	MARSHALL & STERLING, INC.						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Insurance		DA 1910 4		263.40		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Insurance		DB 1910 4		198.70		462.10
1598	320	MCDONALD & MCDONALD	16136					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,783.60		1,783.60
1599	681	MONTICELLO BLACKTOP CORP.	16167					
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		DB 5110 4		59,184.00		59,184.00
1600	53	MULLALLY TRACTOR SALES						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		22.53		22.53
1601	53	MULLALLY TRACTOR SALES						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		893.27		893.27
1602	232	STATE OF NY DEPT. OF CIVIL SERVICE						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		35,614.93		
TOWN - OUTSIDE VILLAGE		Empl. Benefit		B 9060 8		2,428.29		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefit		DA 9060 8		14,569.74		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits		DB 9060 8		13,760.31		
WATER AND SEWER OPERATIONAL FUND		Emp. Benefits		MO 9060 8		14,569.75		80,943.02
1603	1929	NYS THRUWAY AUTHORITY						
GENERAL FUND - TOWNWIDE		Contractual		A 1410 4		525.00		525.00
1604	7184	NORTH EAST PARTS GROUP, LLC						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		424.02		424.02

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1605	110	NYSE&G						
GENERAL FUND - TOWNWIDE		Contractural		A 7111 4		77.73		77.73
1606	121	OCO ANALYTICAL SERVICES						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		22.00		22.00
1607	3013	PARTNERS IN SAFETY, INC.						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9050 8		88.00		88.00
1608	3013	PARTNERS IN SAFETY, INC.						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9050 8		6.00		6.00
1609	387	PETTY CASH						
GENERAL FUND - TOWNWIDE		Contractual		A 7550 4		350.00		350.00
1610	4022	PINE BUSH EQUIPMENT						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		228.70		228.70
1611	4019	PITNEY BOWES INC						
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		154.00		154.00
1612	1969	PRESTIGE TOWING & RECOVERY	16138					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,150.00		1,150.00
1613	8024	QUILL						
GENERAL FUND - TOWNWIDE		Contractual		A 7020 4		135.99		
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		269.70		405.69
1614	3307	RESNICK ENERGY						
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		DB 5110 4		4,749.37		4,749.37
1615	8026	ROBINSON APPRAISAL CONSULTANTS, INC						
GENERAL FUND - TOWNWIDE		Appraisals		A 1355 41		2,975.00		2,975.00
1616	1007	ROSS ELECTRIC						
GENERAL FUND - TOWNWIDE		Contractual		A 5182 4		5,395.00		
SWAN LAKE LIGHT DISTRICT		Contractual		L2 5182 4		81.02		5,476.02
1617	160	SCHMIDTS WHOLESALE, INC.						
W.S.S. WATER DISTRICT		Contractual		W4 8310 4		227.61		227.61
1618	3085	SERVICE TIRE TRUCK CENTER	16135					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		8,647.04		8,647.04
1619	8086	STANDARD LIFE INSURANCE COMP OF NY						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		273.90		
TOWN - OUTSIDE VILLAGE		Empl. Benefit		B 9060 8		18.68		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefit		DA 9060 8		112.05		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits		DB 9060 8		105.82		
WATER AND SEWER OPERATIONAL FUND		Emp. Benefits		MO 9060 8		112.05		622.50
1620	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		19.96		19.96
1621	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		32.39		32.39

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1622	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		57.34		57.34
1623	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		55.91		55.91
1624	2023	HARTFORD STEAM BOILER						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		105.00		105.00
1625	461	TOWN OF LIBERTY						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		.65		.65
1626	1003	TRACTOR SUPPLY BUSINESS ACCT.						
GENERAL FUND - TOWNWIDE		Contractual		A 7140 4		19.90		19.90
1627	1003	TRACTOR SUPPLY BUSINESS ACCT.						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		39.99		
GENERAL FUND - TOWNWIDE		Contractual		A 7140 4		93.53		133.52
1628	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		104.85		104.85
1629	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		66.92		66.92
1630	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		16.57		16.57
1631	420	TRADING POST - LIBERTY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		195.44		195.44
1632	420	TRADING POST - LIBERTY						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		437.81		
LOOMIS SEWER DISTRICT		Contractual		S1 8110 4		36.98		474.79
1633	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		19.99		19.99
1634	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 7020 4		4.59		
GENERAL FUND - TOWNWIDE		Contractual		A 7140 4		7.59		12.18
1635	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		11.45		11.45
1636	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 7140 4		7.92		7.92
1637	4032	VILLAGE OF LIBERTY WATERWORKS						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		124.00		124.00
1638	4078	VILLAGE OF LIBERTY WATER WORKS						
INFIRMARY ROAD SEWER DISTRICT		Contractual		S7 8110 4		17,461.35		17,461.35
1639	247	WASTE MANAGEMENT, INC.						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		572.99		572.99

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1640	1600	WECHSLER POOL AND SUPPLY CO						
W.S.S. WATER DISTRICT		Contractual		W4 8310 4		219.44		219.44
1641	1902	WEX BANK						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		1,023.72		1,023.72
1642	1937	WEX BANK						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		232.02		232.02
1643	1514	WHITE SULPHUR AUTO & TRUCK						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		782.52		782.52
1644	437	WYDE LUMBER						
W.S.S. WATER DISTRICT		Contractual		W4 8310 4		78.00		78.00
1645	1896	ZEP SALES AND SERVICE						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		137.99		137.99
1646	4067	NGS CONSTRUCTION, LLC						
COMMUNITY DEVELOPMENT BLOCK GRANTS		Capital Improvement		CD 8311 3		183,223.41	1762	183,223.41
1647	380	PAYROLL ACCOUNT						
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 1010 1		1,087.80	20101400	
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 1110 1		8,502.47		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 1220 1		2,767.37		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 1310 1		2,401.19		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 1355 1		3,292.18		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 1410 1		3,986.10		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 3510 1		1,362.44		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 5010 1		4,008.20		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 7020 1		3,153.51		
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 7110 1		4,735.45		
TOWN - OUTSIDE VILLAGE		Pers. Ser.		B 1420 1		763.36		
TOWN - OUTSIDE VILLAGE		Pers. Ser.		B 3620 1		1,734.93		
TOWN - OUTSIDE VILLAGE		Pers. Ser.		B 8020 1		350.00		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Pers. Ser.		DA 5130 1		3,940.00		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Pers. Ser.		DB 5110 1		25,935.20		
WATER AND SEWER OPERATIONAL FUND		Pers. Ser.		MO 8110 1		14,161.94		82,182.14
1648	1227	FIRST NATL. BANK OF JEFFERSONVILLE						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9030 8		2,650.26	20101401	
TOWN - OUTSIDE VILLAGE		Emp. Benefit		B 9030 8		216.81		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefits		DA 9030 8		299.82		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits		DB 9030 8		1,943.16		
WATER AND SEWER OPERATIONAL FUND		Emp. Benefits		MO 9030 8		1,065.49		6,175.54
1649	575	ADVANCED AUTO PARTS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,358.37		1,358.37
1650	1595	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 7140 4		178.00		178.00
1651	1595	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 7020 4		134.99		134.99

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1652	8900	ASTRO CHEMICALS, INC S. L. / BRISCOE CONSOLIDATED SEWER	Contractual	S2 8110 4		94.00		94.00
1653	850	SULLIVAN MATERIALS HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		702.34		702.34
1654	1740	CAMPBELL FREIGHTLINER HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		21.39		21.39
1655	3038	CONSTELLATION ENERGY SVC OF NY GENERAL FUND - TOWNWIDE	Contractual	A 5132 4		722.92		722.92
1656	7022	DELAWARE VALLEY FARM & GARDEN HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		256.51		256.51
1657	1277	DIG SAFELY NEW YORK INC WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		25.00		25.00
1658	1395	DECKELMAN LLC HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5142 4		807.50		
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		700.00		1,507.50
1659	1395	DECKELMAN LLC HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		420.00		420.00
1660	572	ERTS MECHANICAL GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		375.00		375.00
1661	64	52 AUTO WORKS, INC WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		572.10		572.10
1662	1944	FOCUS MEDIA, INC GENERAL FUND - TOWNWIDE	Contractual	A 1480 4		2,000.00		2,000.00
1663	7042	FUSCO ENGINEERING & LAND SURVEYING TOWN - OUTSIDE VILLAGE	Fusco Engineering Contract	B 3620 41		12,083.33		12,083.33
1664	7006	H. OSTERHOUDT EXCAVATING, INC RESERVE - STEVENSVILLE WATER CAPITAL	Capital Outlay	HT 8311 3		455,280.25		455,280.25
1665	8062	IMS GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		2,093.69		2,093.69
1666	419	LANDSCAPE TRAILERS GENERAL FUND - TOWNWIDE	Contractual	A 5132 4		20.00		20.00
1667	7136	MALTZ SALES COMPANY, INC STEVENSVILLE WATER DISTRICT	Contractual	W3 8310 4		120.40		120.40
1668	1630	MID-HUDSON MACK, INC HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		209.04		209.04
1669	681	MONTICELLO BLACKTOP CORP. HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		2,808.00		2,808.00



VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1670	7184	NORTH EAST PARTS GROUP, LLC						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		491.91		491.91
1671	520	N Y S D E C						
LOOMIS SEWER DISTRICT		Contractual		S1 8110 4		425.00		
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		2,000.00		2,425.00
1672	110	NYSE&G						
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		672.13		672.13
1673	121	OCO ANALYTICAL SERVICES						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		132.00		
LOOMIS SEWER DISTRICT		Contractual		S1 8110 4		180.00		
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		200.00		512.00
1674	8010	QUILL CORPORATION						
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		475.60		475.60
1675	3307	RESNICK ENERGY						
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		DB 5110 4		1,831.11		1,831.11
1676	293	ROBERT GREEN CHEVROLET & OLDS INC.	16171					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		2,002.10		2,002.10
1677	293	ROBERT GREEN CHEVROLET & OLDS INC.						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		147.40		147.40
1678	1007	ROSS ELECTRIC						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		318.92		318.92
1679	6000	NANCY SAUCIER						
GENERAL FUND - TOWNWIDE		Contractual		A 1410 4		300.00		300.00
1680	160	SCHMIDT'S WHOLESALE, INC.						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		273.41		273.41
1681	3085	SERVICE TIRE TRUCK CENTER						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		781.48		781.48
1682	1525	SNAP ON TOOLS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		44.00		44.00
1683	5153	SPECTRUM						
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		25.17		25.17
1684	8080	STADIUM INTERNATIONAL TRUCKS	16170					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,423.71		1,423.71
1685	5020	STEVENSVILLE WATER DIST.						
INDIAN LAKE WATER DISTRICT		DISTRICT TO DISTRICT SALES		W5 8310 41		959.00		959.00
1686	5142	TJE LANDSCAPE						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		1,950.00		1,950.00
1687	461	TOWN OF LIBERTY						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		96.30		96.30

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
1688	1056	TRACTOR SUPPLY CO CREDIT PLAN						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		189.91		189.91
1689	420	TRADING POST - LIBERTY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		59.51		59.51
1690	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		77.48		77.48
1691	420	TRADING POST - LIBERTY						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		230.63		
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		107.88		338.51
1692	1570	U S A BLUE BOOK						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		817.88		
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		117.40		935.28
1693	130	VERIZON						
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		53.12		53.12
1694	130	VERIZON						
FERNDALDE WATER DISTRICT		Contractual		W2 8310 4		221.06		
W.S.S. WATER DISTRICT		Contractual		W4 8310 4		73.69		294.75
1695	1600	WECHSLER POOL AND SUPPLY CO						
GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		293.15		293.15
1696	1514	WHITE SULPHUR AUTO & TRUCK	16169					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,605.59		1,605.59
1697	437	WYDE LUMBER						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		39.00		39.00
1698	450	YAUN COMPANY						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		26.60		26.60
1699	5072	SARA SPRAGUE						
GENERAL FUND - TOWNWIDE		Contractual		A 1410 4		69.00		69.00
1700	1115	COUNTY OF SULLIVAN						
GENERAL FUND - TOWNWIDE		Contractual		A 1930 4		25,681.10		25,681.10
1,844,180.09 *								

	ACCOUNT	ENC	AMOUNT	
<b>GENERAL FUND - TOWNWIDE</b>				
Pers. Ser.	A 1010 1		1,087.80	
Per. Ser.	A 1110 1		8,502.47	
Contractual	A 1110 4		113.25	
Per. Ser.	A 1220 1		2,767.37	
Per. Ser.	A 1310 1		2,401.19	
Contractual	A 1310 4		95.25	
Per. Ser.	A 1355 1		3,292.18	
Contractual	A 1355 4		1,713.00	
Appraisals	A 1355 41		2,975.00	
Per. Ser.	A 1410 1		3,986.10	
Contractual	A 1410 4		894.00	
Contractual	A 1420 4		5,500.00	
Contractual	A 1480 4		2,160.09	
Contractual	A 1620 4		3,606.05	
Contractual	A 1670 4		759.61	
Contractual	A 1680 4		310.85	
Contractual	A 1681 4		451.40	
Contractual	A 1930 4		25,681.10	
Contractual	A 1962 4		2,076.44	
Per. Ser.	A 3510 1		1,362.44	
Per. Ser.	A 5010 1		4,008.20	
Contractual	A 5010 4		56.41	
Contractual	A 5132 4		2,280.08	
Contractual	A 5182 4		6,487.16	
Per. Ser.	A 7020 1		3,153.51	
Contractual	A 7020 4		506.95	
Per. Ser.	A 7110 1		4,735.45	
Contractual	A 7110 4		2,368.02	
Contractual	A 7111 4		77.73	
Contractual	A 7140 4		339.89	
Contractual	A 7150 4		465.10	
Contractual	A 7550 4		350.00	
Emp. Benefit	A 9030 8		2,650.26	
Emp. Benefit	A 9050 8		94.00	
Emp. Benefit	A 9060 8		36,902.95	
				134,211.30 *
				134,211.30 **
<b>TOWN - OUTSIDE VILLAGE</b>				
Per. Ser.	B 1420 1		763.36	
Per. Ser.	B 3620 1		1,734.93	
Fusco Engineering Contract	B 3620 41		12,083.33	
Per. Ser.	B 8020 1		350.00	
Emp. Benefit	B 9030 8		216.81	
Empl. Benefit	B 9060 8		2,446.97	
				17,595.40 *
				17,595.40 **
<b>COMMUNITY DEVELOPMENT BLOCK GRANTS</b>				
Capital Improvement	CD 8311 3		183,223.41	
				183,223.41 *
				183,223.41 **
<b>HIGHWAY FUND - TOWNWIDE - HWY 3 &amp; 4</b>				
Insurance	DA 1910 4		263.40	

	ACCOUNT	ENC	AMOUNT	
<b>HIGHWAY FUND - TOWNWIDE - HWY 3 &amp; 4</b>				
Per. Ser.	DA 5130 1		3,940.00	
Contractual	DA 5130 4		26,086.58	
Contractual	DA 5140 4		369.00	
Contractual	DA 5142 4		3,087.50	
Emp. Benefits	DA 9030 8		299.82	
Emp. Benefit	DA 9060 8		14,681.79	
				48,728.09 *
				48,728.09 **
<b>HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1</b>				
Insurance	DB 1910 4		198.70	
Per. Ser.	DB 5110 1		25,935.20	
Contractual	DB 5110 4		73,044.32	
Emp. Benefits	DB 9030 8		1,943.16	
Emp. Benefits	DB 9060 8		13,866.13	
				114,987.51 *
				114,987.51 **
<b>RESERVE - STEVENSVILLE WATER CAPITAL</b>				
Capital Outlay	HT 8311 3		1,276,458.13	
				1,276,458.13 *
				1,276,458.13 **
<b>FERNDAL LIGHT DISTRICT</b>				
Contractual	L1 5182 4		442.99	
				442.99 *
				442.99 **
<b>SWAN LAKE LIGHT DISTRICT</b>				
Contractual	L2 5182 4		1,273.72	
				1,273.72 *
				1,273.72 **
<b>W.S.S. LIGHT DISTRICT</b>				
Contractual	L3 5182 4		552.75	
				552.75 *
				552.75 **
<b>PARKSVILLE LIGHT DISTRICT</b>				
Contractual	L4 5182 4		457.68	
				457.68 *
				457.68 **
<b>LOCH SHELDRAKE ROAD LIGHT DISTRICT</b>				
Contractual	L5 5182 4		388.44	
				388.44 *
				388.44 **
<b>WATER AND SEWER OPERATIONAL FUND</b>				
Per. Ser.	MO 8110 1		14,161.94	
Contractual	MO 8110 4		5,933.77	
Emp. Benefits	MO 9030 8		1,065.49	
Emp. Benefits	MO 9060 8		14,681.80	
				35,843.00 *
				35,843.00 **

	ACCOUNT	ENC	AMOUNT	
<b>LOOMIS SEWER DISTRICT</b>				
Contractual	S1 8110 4		905.15	905.15 *
				905.15 **
<b>S. L. / BRISCOE CONSOLIDATED SEWER</b>				
Contractual	S2 8110 4		4,131.76	
Contractual	S2 8111 4		5,031.16	9,162.92 *
				9,162.92 **
<b>INFIRMARY ROAD SEWER DISTRICT</b>				
Contractual	S7 8110 4		17,579.12	17,579.12 *
				17,579.12 **
<b>FERNDALE WATER DISTRICT</b>				
Contractual	W2 8310 4		221.06	221.06 *
				221.06 **
<b>STEVENSVILLE WATER DISTRICT</b>				
Contractual	W3 8310 4		237.80	237.80 *
				237.80 **
<b>W.S.S. WATER DISTRICT</b>				
Contractual	W4 8310 4		598.74	598.74 *
				598.74 **
<b>INDIAN LAKE WATER DISTRICT</b>				
DISTRICT TO DISTRICT SALES	W5 8310 41		959.00	959.00 *
				959.00 **
<b>ROUTE 55 WATER DISTRICT</b>				
Contractual	W7 8310 4		353.88	353.88 *
				353.88 **
				1,844,180.09 ***

TO THE SUPERVISOR:

I certify that the vouchers listed above were audited by the \_\_\_\_\_ TOWN BOARD \_\_\_\_\_ and allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount opposite his name. Claims # \_\_\_\_\_ to claims # \_\_\_\_\_ audited on \_\_\_\_\_. Claims # \_\_\_\_\_ to claims # \_\_\_\_\_ audited on \_\_\_\_\_. All other claims were authorized under Blanket Resolution adopted by the Town Board on February 11, 1988.

DATE

TOWN CLERK

APPROVED AND ORDERED PAID THIS \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

SUPERVISOR

COUNCILPERSON



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COUNCILPERSON

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COUNCILPERSON

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COUNCILPERSON

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	AMOUNT	CHECK#
1515	1124	BLAUER ASSOCIATES		2,700.00	1760
1516	4067	NGS CONSTRUCTION, LLC		166,596.75	1761
1517	110	NYSE&G		118.59	59002
1518	3038	CONSTELLATION ENERGY SVC OF NY		202.26	59063
1519	110	NYSE&G		399.90	59002
1520	110	NYSE&G		894.02	59002
1521	110	NYSE&G		91.01	59002
1522	1096	TIME WARNER CABLE		94.95	59028
1523	110	NYSE&G		433.42	59002
1524	7023	DELTA DENTAL OF NEW YORK		167.00	20092501
1525	155	N Y S A A		90.00	59088
1526	1045	MAGNA5		1,020.59	59090
1527	1096	TIME WARNER CABLE		114.98	59091
1528	130	VERIZON		836.41	59087
1529	658	VERIZON WIRELESS		67.23	59089
1530	658	VERIZON WIRELESS		211.07	59089
1531	110	NYSE&G		36.09	59086
1532	110	NYSE&G		1,786.94	59086
1533	110	NYSE&G		4,867.67	59086
1534	3038	CONSTELLATION ENERGY SVC OF NY		2.93	59092
1535	3038	CONSTELLATION ENERGY SVC OF NY		65.96	59092
1536	3038	CONSTELLATION ENERGY SVC OF NY		9,498.12	59092
1537	380	PAYROLL ACCOUNT		81,354.83	20093000
1538	1227	FIRST NATL. BANK OF JEFFERSONVILLE		6,097.81	20093001
				277,748.53	**

POST AUDIT ACCEPTED/APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_,

CLAIMS FROM #: \_\_\_\_\_ TO #: \_\_\_\_\_ TOTALING : \_\_\_\_\_

\_\_\_\_\_  
 SUPERVISOR

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
262	1770	EMPLOYEES OF THE TOWN OF LIBERTY				
	DATE: 9/02/20		TP 10	61,781.92	20090202	61,781.92
263	1227	FIRST NATL. BANK OF JEFFERSONVILLE				
	DATE: 9/02/20		TP 10	20,360.29	20090203	20,360.29
264	285	PAYROLL TRUST & AGENCY ACCOUNT				
	DATE: 9/02/20		TP 10	7,566.30	59611	7,566.30
265	2009	SULLIVAN COUNTY SUPPORT COLLECTION				
	DATE: 9/02/20		TP 10	323.06	32306	323.06
266	545	UNIFORMS USA				
	DATE: 9/02/20		TP 10	16.00	59614	16.00
267	758	TOWN OF LIBERTY				
	DATE: 9/02/20		TP 10	925.56	59615	925.56
268	758	TOWN OF LIBERTY				
	DATE: 9/02/20		TP 10	394.43	59616	394.43
269	758	TOWN OF LIBERTY				
	DATE: 9/02/20		TP 10	202.66	59617	202.66
270	1920	N.Y.S. INCOME TAX BUREAU				
	DATE: 9/02/20		TW 21	3,544.95	20090200	3,544.95
271	345	COLUMBIAN MUTUAL LIFE INSURANCE				
	DATE: 9/02/20		TW 25	20.00	2340	20.00
272	310	USCM/ NORTHEAST				
	DATE: 9/02/20		TW 28	1,836.38	20090205	1,836.38
273	703	STATE COMPTROLLER				
	DATE: 9/09/20		A 690	6,868.00	2593	6,868.00
274	7155	TARA GARDNER				
	DATE: 9/09/20		A 400	100.00	2594	100.00
275	4075	TERI PARIS				
	DATE: 9/09/20		A 400	100.00	2595	100.00
276	2195	JERMAINE FERGUSON				
	DATE: 9/15/20		A 400	100.00	2597	100.00
277	7186	ERIK ORTIZ				
	DATE: 9/15/20		A 400	100.00	2598	100.00
278	1770	EMPLOYEES OF THE TOWN OF LIBERTY				
	DATE: 9/16/20		TP 10	62,307.27	20091602	62,307.27
279	1227	FIRST NATL. BANK OF JEFFERSONVILLE				
	DATE: 9/16/20		TP 10	21,363.23	20091603	21,363.23
280	285	PAYROLL TRUST & AGENCY ACCOUNT				
	DATE: 9/16/20		TP 10	7,765.79	59672	7,765.79

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
281	2009	SULLIVAN COUNTY SUPPORT COLLECTION DATE: 9/16/20	TP 10	323.06	59673	323.06
282	545	UNIFORMS USA DATE: 9/16/20	TP 10	16.00	59674	16.00
283	758	TOWN OF LIBERTY DATE: 9/16/20	TP 10	925.56	59675	925.56
284	758	TOWN OF LIBERTY DATE: 9/16/20	TP 10	394.43	59676	394.43
285	758	TOWN OF LIBERTY DATE: 9/16/20	TP 10	202.66	59677	202.66
286	1920	N.Y.S. INCOME TAX BUREAU DATE: 9/16/20	TW 21	3,757.05	20091604	3,757.05
287	345	COLUMBIAN MUTUAL LIFE INSURANCE DATE: 9/16/20	TW 25	20.00	2341	20.00
288	310	USCM/ NORTHEAST DATE: 9/16/20	TW 28	1,821.73	20091605	1,821.73
289	1910	N.Y.STATE & LOCAL RETIREMENT SYSTEM DATE: 9/24/20	TW 18	3,535.77	20092400	3,535.77
290	703	STATE COMPTROLLER DATE: 9/24/20	A 690	20,961.00	2599	20,961.00
291	578	AFLAC NEW YORK DATE: 9/25/20	TW 29	761.82	20092500	761.82
292	758	TOWN OF LIBERTY DATE: 9/25/20	HT 202	8,412.50	5024	8,412.50
293	1770	EMPLOYEES OF THE TOWN OF LIBERTY DATE: 9/30/20	TP 10	58,689.44	20093002	58,689.44
294	1227	FIRST NATL. BANK OF JEFFERSONVILLE DATE: 9/30/20	TP 10	19,597.91	20093003	19,597.91
295	285	PAYROLL TRUST & AGENCY ACCOUNT DATE: 9/30/20	TP 10	7,391.23	59730	7,391.23
296	2009	SULLIVAN COUNTY SUPPORT COLLECTION DATE: 9/30/20	TP 10	323.06	59731	323.06
297	545	UNIFORMS USA DATE: 9/30/20	TP 10	16.00	59732	16.00
298	758	TOWN OF LIBERTY DATE: 9/30/20	TP 10	837.91	59733	837.91
299	758	TOWN OF LIBERTY DATE: 9/30/20	TP 10	394.43	59743	394.43

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
300	758	TOWN OF LIBERTY				
	DATE: 9/30/20		TP 10	202.66	59735	202.66
301	1920	N.Y.S. INCOME TAX BUREAU				
	DATE: 9/30/20		TW 21	3,454.42	20093004	3,454.42
302	345	COLUMBIAN MUTUAL LIFE INSURANCE				
	DATE: 9/30/20		TW 25	20.00	2342	20.00
303	310	USCM/ NORTHEAST				
	DATE: 9/30/20		TW 28	1,832.83	20093005	1,832.83
						329,567.31 **

ACCEPTED/APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_,

CLAIMS FROM #: \_\_\_\_\_ TO #: \_\_\_\_\_ TOTALING : \_\_\_\_\_

\_\_\_\_\_  
 SUPERVISOR

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON



	ACCOUNT	AMOUNT	
<b>GENERAL FUND - TOWNWIDE</b>			
Refundable Deposits	A 400	400.00	
Clearing Account	A 690	27,829.00	
			28,229.00 *
			28,229.00 **
<b>RESERVE - STEVENSVILLE WATER CAPITAL</b>			
CASH FROM EFC	HT 202	8,412.50	
			8,412.50 *
			8,412.50 **
<b>PAYROLL ACCOUNT</b>			
Payroll	TP 10	272,320.86	
			272,320.86 *
			272,320.86 **
<b>PAYROLL WITHHOLDING</b>			
Retirement	TW 18	3,535.77	
N.Y.S. Income Tax	TW 21	10,756.42	
FARMERS & TRADERS LIFE INS. CO	TW 25	60.00	
PEBS CO - Deferred Compensation	TW 28	5,490.94	
AFLAC Contributions	TW 29	761.82	
			20,604.95 *
			20,604.95 **
			329,567.31 ***

DEPARTMENT HEAD MEETING  
TOWN OF LIBERTY BOARD  
119 NORTH MAIN STREET LIBERTY, NY 12754  
OCTOBER 5, 2020  
4:00 P.M.

*Department Head Meeting for the Town of Liberty held via ZOOM*

**PRESENT:**

Supervisor Frank DeMayo  
Councilperson Dean Farrand  
Councilperson Vincent McPhillips  
Councilperson Brian McPhillips

**ABSENT:**

CEO Al Fusco  
Court Manager Denise Curry  
Parks Director Kevin Delaney  
Assessor Clerk Sunsoree Young

**RECORDING SECRETARY:**

Town Clerk Laurie Dutcher

**ALSO PRESENT:**

Town Attorney Ken Klein  
Finance Director Cheryl Gerow  
Finance Director Earl Bertsch  
Town Engineer Dave Ohman  
Acting Assessor Vanessa Kelder  
DCO Joanne Gerow

Assistant Recreation Director James Guara  
Water/Sewer Foreman Stacey Yaun  
W&S Account Clerk Joan Redington  
Nick Rusin - Confidential Secretary  
Rich Manley- Code Enforcement Officer

**PLEDGE OF ALLEGIANCE**

**DEPARTMENT HEADS**

**ASSESSOR**

Acting Assessor Vanessa Kelder appeared and updated the Board. A discussion was held regarding the courses she needs to take for her certification.

She will provide an updated assessment to the Finance office for the upcoming budget on or before October 13, 2020.

DEPARTMENT HEAD MEETING  
TOWN OF LIBERTY BOARD  
119 NORTH MAIN STREET LIBERTY, NY 12754  
OCTOBER 5, 2020  
4:00 P.M.

***APPROVAL OF COURSES FOR ACTING ASSESSOR CERTIFICATION***

The Town Board of the Town of Liberty does hereby give its approval for Acting Assessor Vanessa Kelder to take the courses required for certification in the amount of \$1,293.00.

Motion: Councilperson Brian McPhillips  
Seconded: Councilperson Vincent McPhillips  
4 AYES Carried

***CEO - BUILDING DEPARTMENT***

Rich Manley appeared. A discussion was held regarding the BAS System and the fact the State Code in that system is currently the 2007 Code. It needs to be updated along with letter templates to more efficiently use the BAS System.

Permits open	17
Closed permits	5
Fire inspections performed	1
Complaints open	9
Complaints closed	0
Planning board applications	2
Planning board approvals	4
Zoning board applications	0
Zoning board approvals	1
Municipal searches done	25

***APPROVAL FUSCO ENGINEERING TO HAVE ACCESS TO BAS SYSTEM***

The Town Board of the Town of Liberty does hereby give its approval for Fusco Engineering to have access to the BAS System to update the State Code and letter templates.

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
4 AYES Carried

***COURT***

No appearance – No report

***DCO***

DCO Joanne Gerow appeared via ZOOM – unable to hear her over ZOOM.

DEPARTMENT HEAD MEETING  
TOWN OF LIBERTY BOARD  
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OCTOBER 5, 2020  
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Dog Control - Sept 2020  
Dogs picked up 1  
Dog Bites 1  
Mileage 754  
Dogs in Shelter 0  
No dogs redeemed  
1 dog transferred to CARE

### *FINANCE*

Finance Director Cheryl Gerow said she has been trying to work on the budget and get it as close as possible for the Board. It's been a busy month.

The following took place in the Finance Office for the month of August:

1. Discussed and prepared program changes for the NYS Retirement System
2. Worked on program changes to water metering system
3. Attended two budget work sessions and made necessary changes.
4. Submitted payment request to EFC for Stevensville Water. Total requested and received to date is \$296,925.51
5. Supplied Demand for Discovery requests to insurance company
6. Notified Delaware River Solar of their escrow default in payment
7. Worked with multiple agencies to submit proper paperwork for reimbursement to the Stevensville Water District project
8. Researched buying versus leasing vehicle for the Assessor's Office
9. Communicated with District Attorney's Office regarding restitution owed to the Town of Liberty
10. Supplied documents and had entrance interview and exit interview with New York State Homes and Community Renewal regarding the 2017 White Sulphur Spring Grant Phase 7
11. All other daily duties and responsibilities

### *HIGHWAY*

No appearance.

September 1 -      Grade dirt roads  
                             Ditch Wards Rd  
                             Clean Barn  
                             Work at gravel bank

DEPARTMENT HEAD MEETING  
TOWN OF LIBERTY BOARD  
119 NORTH MAIN STREET LIBERTY, NY 12754  
OCTOBER 5, 2020  
4:00 P.M.

Work on trucks/equipment in shop

September 2 - Haul sand  
Ditch Wards Rd  
Work at gravel bank  
Install signs  
Work on trucks/equipment in shop

September 3 - Grade dirt roads  
Ditch Wards Rd  
Patch  
Work on trucks/equipment in shop

September 4 - Clean out beaver dam on Boyd Rd  
Patch  
Work on trucks/equipment in shop

September 8 - Grade Green Mountain Lane  
Patch  
Work on trucks/equipment in shop  
Work at gravel bank

September 9 - Grade Lenape Lake Ext  
Haul sand  
Work on trucks/equipment in shop  
Work at gravel bank

September 10 - Haul sand

September 11 - Haul sand  
Patch  
Work at gravel bank

September 14 - Grade Wards Rd  
Ditch Wards Rd  
Patch Tanzman Rd  
Work on trucks/equipment in shop

September 15 - Ditch Wards Rd  
Haul sand



DEPARTMENT HEAD MEETING  
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4:00 P.M.

Work on trucks/equipment in shop

September 16 -	Haul sand Patch Tanzman Rd Work on trucks/equipment in shop Work at gravel bank
September 17 -	Haul sand
September 18 -	Patch Haul sand
September 21 -	Ditch Wards Rd Grade Wards Rd Work at gravel bank Work on trucks/equipment in shop
September 22 -	Ditch Lenape Lake Rd Clean out beaver dam on Midway Rd Move equipment Work at gravel bank Work on trucks/equipment in shop
September 23 -	Ditch Lenape Lake Rd Ditch Cooley Mt. Rd Work at gravel bank Work on trucks/equipment in shop
September 24 -	Ditch Lenape Lake Rd Ditch Cooley Mt. Rd Work at gravel bank Work on trucks/equipment in shop
September 25 -	Haul sand Ditch Lenape Lake Rd Work on trucks/equipment in shop
September 28 -	Ditch Lenape Lake Rd Ditch Cooley Mt. Rd Sweep Anderson Rd

DEPARTMENT HEAD MEETING  
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Work on trucks/equipment in shop  
Haul sand

Gravel bank was inspected on September 2 by MSHA.  
Picked up new pick-up truck from Robert Green  
CHIPS, PAVE NY and EWR is said to being capped at 80%

***PARKS & RECREATION***

Assistant Recreation Supervisor James Guara said they are in the process of working up on Walnut Mtn. creating a new seating area with picnic tables.

They are going to be starting maintenance on the Hanoffee Trail. Either later this week or early next week they're going to be cleaning up those trails.

They are going to do their pumpkin festival on October 25. Letters were sent to all the businesses asking if they want to do a trunk or treat. Kids would come by and the businesses hand out candy if they want. They do have a couple of tractors lined up to pull the hay wagons up to the mini pumpkin patch they cleared out. They're going to have a little photo booth, so everyone can take a little photo. They're still going to do the Halloween costume contest. It's just going to be virtual. They'll have a station where they can come up with their family or individually and take their photo. A person will mark down their name, the number of photos they have and they will announce the winners live on Facebook. They'll still give them trophies and stuff like that. They've had a lot of inquiries about the costume contest.

They're getting ready for the winter coming, changing their oil in their machines, blades for the mowers, etc.

A short discussion was held regarding the side door on building. It was determined that it was looked at earlier today and they are waiting for a quote and they will have to replace the whole "kit and caboodle".

***TOWN CLERK***

Town Clerk Laurie Dutcher advised the shredding company was there on Friday, October 2<sup>nd</sup> and shredded 37 bins which represents almost 400 boxes or thousands of pounds of weight now off the attic floor. Next year they can try it again instead of only every three years as it builds up too fast.

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A short discussion was held regarding the possibilities of scanning more documents in preparation of shredding starting with the Assessor's office, the prices of scanning programs and grants for same. Confidential Secretary Nick Rusin is working on this.

Health Insurance

Highway Fund DA	1	\$	.00
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Highway Fees

Road Access Permit	2	\$	100.00
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Conservation

Conservation	17	\$	80.62
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Marriage License

Marriage License Fee	8	\$	140.00
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EZ Pass	13	\$	325.00
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Marriage Certificate	1	\$	10.00
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Small Sales

Photo copies	9	\$	3.00
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Building Fees

Certified Mailings	4	\$	289.80
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Dog Licensing

Female – spayed	16	\$	118.00
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Female – unspayed	2	\$	25.00
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Male – neutered	12	\$	95.00
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Male – unneutered	3	\$	37.50
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Purebred Licenses	1	\$	25.00
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Redeemed dog	1	\$	25.00
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Building Fees

Special Meeting – Zoning Bd	1	\$	100.00
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Building Fees

Special Use	1	\$	100.00
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Subdivision	1	\$	125.00
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Building Fees

Building Permits	23	\$	2,354.10
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Municipal Searches	25	\$	1,400.00
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**WATER & SEWER**

Water/Sewer Foreman Stacey Yaun appeared and went over his report with the Board.

1. NY Rural water finished mapping of Stevensville Water District. We now have all maps of this district and we can add to this mapping any time we need to.

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2. Boring of lake is not a success. We are looking at going between the two bridges by the spillway of the lake. This will probably not be done until spring. This will be over the top like the pipe is in Ferndale.
3. W.S.S. phase 9 is winding down and the change order for the Well #1 has been started with the pipe run to the well from the pump station building. We still have \$14,000 to spend from the grant. I would like to put that money into the driveway with 2 culverts and raise driveway because of heavy rain the driveway floods. This would be an improvement.
4. Stevensville water job - The well field is all re-piped. The first bore between the little pond and the lake has been all connected. It was a long day for shut down and refill of the pipe. We are waiting for Tam with telemetry, generator work, and Layne to redo the pump and motor.
5. The tank is coming along very well. They should be done in about 2 weeks.
6. We had a problem with Stevensville water with the pump not coming on auto. We went out that evening. We were getting signal from the tank but not coming on. We came to the conclusion that there was something wrong in the panel, so we ended up running it on hand for the night, going back at midnight to check and back in at 3am to shut it off. I called Ross electric in the morning about another problem with the Infirmary generator and realize he had a man that does Fallsburg water stuff and asked him if he could have his guy come over as per what I said, it was in the panel and the delay on switch was bad. The best part of all this is that I found someone to work on our old antiquated stuff. Something going right for a change.
7. As per the pictures I sent you about Swan Lake sewer and the problem in ditch #1, we came up with a solution and are testing it now to hope that it holds. This is only the beginning because the whole end of that pipe blew out.
8. I have a big concern about going into the winter with two tanks in Stevensville. My concern is the ice pack on old tank and if we are going to have enough movement in the tank with the two tanks online. The solution to this is to put a mixer in the tank that will keep the ice pack at bay. I have looked at my budget and getting a mixer for this tank is not a problem. We may also divide it between Ferndale, Rt. 55 & Loomis because they feed off of this tank. Will bring prices to meeting and be looking for approval to do this. This is very important that we get this done.

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9. The DOH has notified me that there will be another sampling requirement for PFOA, PFA's and dioxane. As far as I can understand this will be a quarterly testing that will cost of 2500.-3000 a year. This cost will have to be added to my sampling budget. I believe it is a raw water sample from each well system, so you would have WSS well #1 when on line, well #2 which is online, meaning that WSS will pay 5000-6000 in extra sampling. Stevensville water district will consist of Sherwood well, Roth well, Well #4, and Well #3. Lately with a raw water being that Sherwood and Roth are so close, we only have to take from one of them, but I will not know that until the DOH advises me on that. So if that is not the case, this would cost 10000-13000 a year for this testing. Again this could be split between the districts that are supplied by Stevensville. Just another hurdle we have to push through.
10. I have been going through applications and will be starting to interview people in the next couple of weeks.
11. Apparently, some places are questioning our sewer meters which has entailed CPE services to come and check out these couple of meters. The problems are self-inflicted. This is why I or we at the sewer dept have these sewer meters calibrated in the Spring and we pay for this service because we know that the places that have these meters will not have it done. So this is a good thing that happened because they do not have a leg to stand on that the meters are out of calibration.
12. Anything else that may arise before the meeting.

**APPROVAL FOR PURCHASE AND INSTALLATION OF MIXER FOR MILLION GALLON TANK**

The Town Board of the Town of Liberty does hereby authorize the purchase and installation of a mixer for the million (1,000,00) gallon tank, with monies to be obtained from all four water districts for a combined total not to exceed \$20,000.

Motion: Councilperson Brian McPhillips  
Seconded: Supervisor Frank DeMayo  
4 AYES Carried

**DAVE OHMAN, Engineer:** Reviewed report with the Board.

**1. Stevensville Water Project**

- \$2.1 M grant and \$1.4M low interest loan
- **WATER TANK PROPERTY:**
  - The Town now has control of the property.
  - Thank you Ken for all your work to make this happen!
- **DESIGN WORK:**
  - Complete

DEPARTMENT HEAD MEETING  
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- **Base bid work:**
  - Wellfield Improvements
  - Directional Boring by Birch Lane and under the Lake
  - New 0.5 MG concrete water tank near current tank
- **Bid Alternate**
  - Revised final bid set to include the 1,500 lineal feet of watermain replacement on CR55 as a bid alternate
  - Allows to obtain Unit pricing for waterline (lineal feet), valves and hydrants (each), water service (lineal) work
- Bid award is based on Base bid work with the desire to keep the work within the budget
- Add in as much new waterline work as possible going up CR 55 based on what's left near the end of the job.
- SWAN LAKE CROSSING:
  - Design is to install the line via directional boring within the County Bridge right of way
  - Requires stream crossing permit requirements for the waterline crossing Swan lake and Birch Lane Area which have been received from NYSDEC
- NYSDOH Items:
  - Nothing new this month
- NYSEFC Items:
  - Continuing work with Keough Consulting (NYSEFC financing administrator subcontractor) to submit Bid/Award items to NYSEFC for review and approval and continue with other NYSEFC paperwork.
  - Town has begun to do reimbursements for work by a prime construction contractors as NYSEFC has approved their MWBE Utilization Plans.
    - Osterhoudt (General Contract)
    - TAM (Electrical Contract)
    - We are working with Cheryl Gerow to complete wage rate certification for the contractors for the first payment requisitions – using format of spreadsheets and cover letters provided by NYSDOH and NYSEFC.
      - Payment for this work can be made by the Town once NYSEFC approves these certifications. We will continue to review wage rates on subsequent payment requests and work with Cheryl.
- Professional Services Contract for Design through Construction
  - No changes
- **Project Cost Summary**
  - Overview/Quick Summary
  - Base bid total = \$2,518,791 (new tank, wellfield and borings under water bodies – not including any watermain up CR 55)
  - Construction budget (2017 PFA w/NYSEFC) = \$2,531,646
  - Assuming the 'Other costs' remain as budgeted, the Town has moved forward to award the base bid work as bid and still have \$247,200 in contingency; but this includes no new watermain up CR55(this was changed to bid alternate work in 2020)



DEPARTMENT HEAD MEETING  
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Item	Estimated cost (July 2016 Engineering Report)	Estimated cost (NYSEFC PFA 2017 Exhibit C)	Same As bid April 2020
Construction – General – Base bid	\$1,841,750		\$2,119,450
Construction – Electrical – Base Bid	\$165,360		\$ 399,341
Construction – Subtotal Base Bids	\$2,007,110		
Construction – <i>Bid Alternates</i> (varies)	\$376,550		Unit prices no total
<b>SUBTOTAL - Construction</b>	\$2,383,660	\$2,531,646	\$2,518,791
Other Costs	\$707,100	\$634,000	\$ 634,000
<b>Total Estimated Cost/Cost to Date</b>			\$3,152,791
Contingency	\$309,076	\$234,354	\$
Project Budget	\$3,399,836	\$3,400,000	\$
Budget Minus Cost – <b>Remaining Budget</b>			<b>\$247,200</b>
DWSRF Short Term Market Rate Financing		\$1,360,000	
Maximum 2015 WIIA Grant Round 2 (lesser of 60% eligible costs (currently \$2,040,000) or \$2,112,388		\$2,040,00	

- At present, there is \$247,200 in uncommitted funds in the budget.
- The work to replace waterline up CR55 towards the tank to reach the end of the designed portion of the project (1,500'), would add about 1,350' to the project waterline total and cost an additional \$675,000 to complete.
- Based on communications with NYSDOH (May 4, 2020 email) and NYSEFC, the Town can reduce the scope of work (i.e., the amount of waterline to be replaced on CR55 can be adjusted) to stay within budget and the current financing plan can remain as is since the bid costs (base bid plus bid alternate work) to complete the work described in the 2017 Engineering Report are beyond the project budget.
- Changes to the planned Swan Lake water crossing being reviewed – see below.
- **Construction Contracts**  
**Contract No. TL2-G-2017 – General – H. Osterhoudt Excavating:**
  - Contract Award:

DEPARTMENT HEAD MEETING  
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- At the April 20, 2020 meeting, the Board resolved to:
  - Award the Contract No. TL2-G-2017 – General to H. Osterhoudt Excavating, Inc., for the base bid work at the cost of \$2,119,450.00
  - Accept all bid alternate pricing for future consideration, and
  - Authorize the Supervisor to execute the necessary paperwork (e.g., Notice of Award, Notice to Proceed, Agreement, Change Orders, Certificate of Substantial Completion, checks for contractor payment, etc.) for contract initiation and completion of the work.
  - The Town Supervisor signed the Notice of Award, Notice to Proceed, and the Agreement (pages 89 – 92) (copies provided to Frank in a separate folder) and we picked up all four copies so that we can incorporate them into four “execution” copies of the Contract Documents for subsequent execution by the contractor.
- Finalized execution copies of the contract and circulated at the June 10, 2020 preconstruction meeting

- Construction Update:

- Tank construction

- DN tanks has completed the erection of the tank and dome panels and is waiting for tank wrap and gunite, which is planned to start this week.
    - DN tanks anticipates completing all work in the next two weeks.
    - **Awaiting written confirmation from Osterhoudt (has provided verbal several times) that there will be no additional cost for replacing the first partial slab pour- they are waiting for the letter to come in from DN Tanks.**

- Stevensville Wellfield

- All underground piping work and connection to Biscoe Road complete and tested
    - Generator pad poured, waiting on the generator

- Borings

- Boring at Birch Lane area completed as planned.
    - Lake boring
      - unsuccessful after three set ups and attempts

- Options:

- **Looking at alternatives now; however, putting pipe in the ground going up CR55 is already in the bid and could be accomplished in a timely manner and is one of the project goals.**
      - **Any other work would require, at minimum, new design and NYSDOH/NYSEFC approvals, which will extend the work beyond the October 31, 2020 scheduled completion date.**
      - New Above Ground Crossing by Spillway:
      - met with Osterhoudt and Town staff on Sept 18 to discuss alternatives – believe that a new above ground crossing downstream of and outside of the County bridge and ROW, yet upstream of the spillway, is the most viable, controllable and cost-effective solution
      - NYSFEC has advised the we have until 2022 to do the finance closing so Ok to extend the work to do this (see attached email from Paul Johnson)
      - NYSDOH advised that they are Ok with this design change

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*We do not have any issues with an over the water crossing instead of directional drilling under Swan Lake.*

*Please provide updated drawings and specifications. Also, provide a profile and show how the pipe shall be adequately supported at the proposed location, as this is unclear in the drawings. The pipe must also be protected from vandalism and freezing.*

*Thank you,*

**Andrew Lui**

Assistant Engineer

Bureau of Water Supply Protection

- Will need to submit for another Joint NYSDEC/USACOE Protection of Waters permit since work will take place on a streambank
- Will need to negotiate or procure by eminent domain at utility easement from Swan Lake Holdings
- Will need to develop revised design and submit to NYSDOH for approval
- **Revised Lake/Stream Crossing Detail, attached for Board review**
- **Payment Requests**
  - Payment Request No. 4 is under review with Town personnel. Delaware will send to the Town and Keough Consulting when review and wage certification are complete.
- **Schedule**
  - October 31, 2020 is the scheduled completion date; Osterhoudt/Layne requesting a no cost contract extension – see next item
- **Change Order No. 1**
  - H. Osterhoudt Excavating, Inc./Layne (subcontractor) has requested an extension for work on Well 4, indicating that they will be unable to receive parts until after October 31, 2020 - see request attached.
  - This extension will not impact funding, or operations of the Town's water system – Layne/Osterhoudt proposing a no cost extension to November 30, 2020.
  - This seems fair and reasonable.
  - **If the Town agrees that this is reasonable, we recommend that the Town Board resolve to:**

**\*FD/BM Authorize the Town Supervisor to execute Change Order No. 1 to Contract TL1-G-2017 – General, a no cost Contract Time Extension to November 30, 2021, to allow for well pump items to be provided and installed.**

- **Contract No. TL2-E-2017 – Electrical – TAM Enterprises:**
  - **Contract Award:**
  - At the April 20 meeting, the Board resolved to:

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- Award the Contract No. TL2-E-2017 – Electrical to TAM Enterprises, Inc., for the base bid work at the cost of \$399,341.00, and
- Authorize the Supervisor to execute the necessary paperwork (e.g., Notice of Award, Notice to Proceed, Agreement, Change Orders, Certificate of Substantial Completion, checks for contractor payment, etc.) for contract initiation and completion of the work.
- The Town Supervisor signed the Notice of Award, Notice to Proceed, and the Agreement (pages 89 – 92) (copies provided to Frank in a separate folder) and we picked up all four copies so that we can incorporate them into four “execution” copies of the Contract Documents for subsequent execution by the contractor.
- Finalized execution copies of the contract and circulated at the June 10, 2020 preconstruction meeting

- Construction Update:

- Stevensville Wellfield
  - Have installed conduits
  - Diesel Generator delivery pending
- Tank
  - Tank work planned for October

- Payment Requests

- No new ones

- Schedule

- October 31, 2020 remains the scheduled completion date – appears to be doable and no time extension has been requested

## 2. White Sulfur Springs Phase 9 - CDBG Grant Work

- Project Budget = \$749,500 – OCR grant limit = \$750,000
- Construction budget = \$522,500
- Scope: This project involves installing, under Base Bid:
  - 1,400 linear feet of 8" diameter ductile iron water main and appurtenances on Shore Road
  - 700 linear feet of 8" diameter ductile iron water main and appurtenances County Route 145, reconnecting existing water service lines
  - Installing hydrants, valves, services and site restoration.
- Bid Alternate work includes:
  - Up to an additional 550 linear feet of 8" diameter ductile iron water main and appurtenances on County Route 145
    - A test dig conducted by Town Water & Sewer in December 2019 on Dahlia Road (CR145) indicated that the asbestos cement pipe continues to the end of the line; (approximately 550' further); so after discussing with the Town, the design was amended to include replacement of the additional +/- 550' as a bid alternate.
- Design Phase Work:
  - Complete
- Permits
  - The waterline work on Shore Road occurs adjacent to and within the 100' buffer area of a NYSDEC wetland – therefore, a freshwater wetlands permit application (Article 24 permit) will need to be filed with NYSDEC and the permit filing requires that SEQR be conducted.
  - SEQR completed in December 2019 by the Town
  - Freshwater wetland permit application submitted to NYSDEC-Region 3 on March 27, 2020
  - Permit received on June 24, 2020
- Bid Phase Work  
Contract No. TL1-G-2019 – General:
  - Bid/Award

DEPARTMENT HEAD MEETING  
TOWN OF LIBERTY BOARD  
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OCTOBER 5, 2020  
4:00 P.M.

- At the May 4, 2020 meeting the Town Board resolved to:
  - Award the Contract No. TL1-G-2019 to NGS Construction LLC., for the base bid work at the cost of \$357,239.40, for the work on White Sulphur Springs Water District Phase 9, **and accept bid alternate pricing for consideration for change orders.**
  - Authorize the Supervisor to execute the necessary paperwork (e.g., Notice of Award, Notice to Proceed, Agreement, Change Orders, Certificate of Substantial Completion, etc.) for contract initiation and completion of the work.
  - Authorize Delaware Engineering to proceed to complete bid/award services and commence construction phase services.
- Finalized Execution copies of the contract.
- A preconstruction meeting was held with Mark Blauer and OCR on the phone on June 5.
  - Execution copies of the contracts were distributed to the Town and contractor at the meeting.
- **Coordination with NYS OCR**
  - Conducted first project coordination teleconference on May 6, 2020 with NYSOCR Charlie Phillion and Savitry
  - We will continue to invite OCR to attend (remotely or in person) to monthly update meetings; their representative was on the phone for the June 5 pre-construction meeting
  - Next meeting date TBD
- **Construction Update:**
  - Work on Shore Road & Dahlia Road
    - All work complete except for one (1) driveway – needs concrete
    - Site restoration complete except for one (1) driveway
  - Change Order No. 2
    - Well pipping is in
    - Waiting for Layne and Electrician to come
- **Payment Requests**
  - Payment Request No. 3 is under review with Town personnel; will be sent to the Town soon
- **Schedule**
  - OCR mandated construction completion is early December 2020
  - October 31, 2020 is scheduled completion date
  - On schedule to be complete with bid work
- **Change Order No. 1**
  - At the July 6, 2020 Town Board Meeting, the Town Board resolved to authorize the Town Supervisor to execute Change Order No. 1 to Contract No. TL1-G-19 in the amount of \$100,725 for the additional 550 feet of water line on Dahlia Road.
  - Fully executed paperwork will be provided to the Town and Mark Blauer.
  - All Change Order No. 1 complete.
- **Change Order No. 2**
  - At the September 8, 2020 Town Board Meeting, the Town Board resolved to authorize the Town Supervisor to execute Change Order No. 2 to Contract No. TL1-G-19 in the amount of \$146,473.20.
  - **All well piping in, waiting for Layne & Electrician to complete work**
- **Change Order No. 3 – Final Over/under change**
  - In process with the contractor
  - Appears to be about \$18,000 credit coming
- **Project Cost Summary**



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- **Overview/Quick Summary**
- Base bid total = \$357,239.40 Shore Road and CR 145 (Dahlia Road)
- Construction budget (2018 estimate) = \$543,000

Item	Estimated cost/budget (June 2018 Engineering Report for the CFA application)	As bid April 2020 with Change Order No. 1 and 2	Budget minus bid- minus changes As of 10-01-20
Construction – General – Base bid	\$543,000	\$357,239.40	
Construction –			
Construction – Subtotal Base Bids	\$543,000	\$357,239.40	\$185,760.60
Construction – <i>Bid Alternates</i> (varies)		Unit prices no total	
Change Order No. 1 – Bid Alternate for Remaining AC Waterline on Dahlia (approved July 2020)		\$100,725	(\$100,725)
Change Order No. 2 – Well 1 work (approved 9/8/2020)		\$146,473.20	(\$146,473.20)
Change Order No. 3 – Final Over/under work adjustment (final cost pending)		(-\$18,000)	\$18,000 pending
<b>SUBTOTAL - Construction</b>	\$543,000	<b>\$586,437.60</b>	
Other Costs	\$148,500	\$ 148,500	
<b>Total Estimated Cost/Cost to Date</b>	\$691,500	<b>\$734,937.60</b>	
Contingency	\$58,000		\$58,000
Project Budget	\$749,500	<b>\$734,937.60</b>	
Budget Minus Cost – <b>Remaining to Spend</b>		<b>\$14,562.40</b>	<b>\$14,562.40</b>
		→	



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- At present, there is projected (pending the final numbers on the final over/under change order – Change Order No. 3) to be about \$14,500 left in uncommitted funds in the budget.
- There are no more bid alternates in the current contract to add for consideration.

Stacey requesting to use the balance to do work on the access road to the Shore Road building

**3. The Next CDBG Grant Project Phase 10(?)– White Sulphur Springs Boyd Road and Well #1**

- So, for the next application, since Well 1 work gets done under Phase 9, Boyd Road replacement would be the lead item.
- Date for next funding application round is not yet defined- not likely to happen in 2020
- Town agreed at the April 15, 2020 meeting to move forward to revise and resubmit in 2020 for a CFA OCR CDBG grant for the work requested in 2019 application and providing a new pump and pitless – focus on providing a redundant pump and associated work for White Sulphur District as the first priority and the Boyd Road watermain as secondary
- Public hearing to announce the Town's intent to apply was held today (May 18, 2020) at 6:45PM
- Town to do research to identify residential property transfers from July 1, 2015 through the present. For this search vacant land, commercial properties, institutional properties, churches, Town property, County property and State property don't count. Trying to determine which occupied residential properties changed hands
- Exit interview teleconference was held on June 8 with NYSOCR's Charlie Phillion, Town Supervisor, Mark Blauer and Delaware to discuss ways to improve the application

- Background:

- Current back up for Well 2 is to utilize the Stevensville system by operating valving in the Shore Road water building – short term emergency use - not long-term backup
- In order to have dedicated well that can satisfy redundancy to serve the White Sulphur system, need to purchase and install a new pump and redevelop now dormant Well 1, and associated piping and electrical work

- Previous 2019 Application:

- In 2019, we worked with the Water & Sewer Dept and Blauer Associates to review scope and develop a plan forward
  - Delaware prepared the Engineering Report – at no cost to the Town - with the project scope and cost and submitted to Mark Blauer on July 18, 2019
  - OCR CDBG Grant application package submitted by Mark Blauer on July 22, 2019
  - Estimated project cost - \$747,350 – versus \$750,000 grant limit
- Planned work in 2019 included:

- Boyd Road:

- Furnishing and installation of 600 LF of new 6" watermain (DR 9 HDPE), fittings, and appurtenances under NYS Rt. 52 and Boyd Road by directional drilling
- Furnishing and installation of 900 LF of new 6" water main (Class 52 DIP), fittings, and appurtenances under Boyd Road by open cut.
- Furnishing and installation of up to six (6) new mainline/isolation water valve assemblies for future isolation to facilitate maintenance and line flushing.
- Furnishing and installation of up to four (4) new hydrant assemblies and appurtenances.
- Furnishing and installation of six (6) new 1" copper water services by open cut.
- Site Restoration

- Well 1 Redevelopment:

- Performance of well redevelopment, testing, and disinfection

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- Installation of a new pitless adapter unit (provided by the Town using Phase 8 funds) to the existing well casing
- Installation of a new submersible well pump (provided by the Town using Phase 8 funds) within the existing well casing
- Furnishing and installation of a new well VFD and electrical appurtenances
- Integration of new well power and controls into the existing well house electrical and control systems.
- Furnishing and installation of up to 250 LF of new 4" water main (Class 52 DIP), fittings, and appurtenances to connect the redeveloped Well #1 to the existing White Sulphur Springs Well House
- Site restoration
- NOTE: OCR stated in December 2019 that remaining Phase 8 funds could not be used to buy the pitless or pump

**4. Stevensville Radio Work**

- The radio system will take the place of the landline that currently conveys the tank level reading at Water Tower Road tank to the controls for the Sherwood and Roth pumps, and Stevensville pumps. The scope of work provided by General Controls includes providing the necessary radio telemetry and appurtenances at the Water Tower Road tank, the Sherwood/Booster pump building on Shore Road and at the Stevensville wellfield control building.
- Town awarded work on August 19, 2019 to the sole responder, General Controls, for a cost of \$21,800 for the radio system, plus an optional cost of \$1,000 additional for a new pressure transducer at Water Tower road, if needed.
- General Controls has installed all equipment (including the radio they were waiting for since May) and will come on site to disconnect phone lines and calibrate the systems and get the system running on radios when Stacey agrees to it.
- Seasonal flows have subsided, General Controls was onsite last week. Plan to finish up in in the next two to three weeks.

**5. Key Infrastructure Needs**

- At February 19, 2019 meeting, the Board expressed desire to focus on water for Ferndale (priority 1) and Swan Lake WWTP work (second priority) with a capacity/build out review and continue with assistance on Grossingers
- We in February 2020 with the Town Supervisor and Stacey to establish a list of capital projects and perceived priorities – this will be updated
- **Ferndale Water District:**
  - **No new information**

**6. Swan Lake WWTP**

- At the September 16, 2020 meeting, the Town Board resolved to extend to the public hearing comment period through the September 21 meeting/workshop.
- In the September 21, 2020 NYSEFC Letter of Submittal of Hardship Materials Extension, attached, **NYSEFC has granted the Town with an extension to extend the CWSRF application deadline to continue to qualify for hardship financing.**

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- **The NYSEFC has reviewed the Town of Liberty's recent request and supporting documentation** to extend the CWSRF Finance application deadline to continue to qualify for hardship financing.
- Based on the project schedule, measures necessary to increase the SPDES permitted flow capacity at the plant, and the continuing challenges presented by COVID-19, **EFC is granting an extension to submit an acceptable CWSRF financing application to no later than May 31, 2021.**
- **However, for this project to continue to qualify for hardship financing, the Town must execute a Project Finance Agreement with EFC by December 2, 2021,** the deadline in the January 10, 2019 hardship eligibility letter.
- **Based on the recent extension from NYSEFC, a summary of items that needs to be done to complete the application are as follows:**

	Submittal of Hardship Materials Extension granted to May 31, 2021
	Review items that need to be done to complete the application.
	Review and agree upon upgrade scope and complete Engineering Report for a __ MGD plant and recommended plant
	Submit Engineering Report to NYSEFC
	Engineering Report Approved by NYSEFC
	Town to review public comments and make determination in the public interest to complete the proposed improvements (NY Town Law § 202-B Increase or Improvement of Facilities)
	Town to adopt a Bond Resolution for the project using package provided by Bond Counsel
	Submit certified copy of the order to hold the hearing, and 2 certified copies of the finding resolution to OSC (approval not required). Town Clerk to submit bond resolution notice in the Town's official newspaper for publishing on Month Day
	Town Clerk to submit Bond Resolution notice with estoppel provision – provided by Bond Counsel – to the Town paper for publishing on Month <u>Day</u>

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	Bond Resolution w/ estoppel provisions published in the newspaper
	Receipt of Affidavit of Publication to include with Financing Application
	Submit CWSRF Financing Application to NYSEFC
	20-day Estoppel period is complete and Bond Resolution is Effective
	Submit Professional Services Contract for design and implementation to the Town
<b>May 2021</b>	<b>NYSEFC Deadline to submit acceptable CWSRF finance application, bond resolution information and associated application materials</b>

**7. Main Street Parksville/Area Wastewater Development**

- Nothing that we are aware of that's new for this – we believe that the Town is waiting for paperwork from the State
- The Town should expect ESD to send more paperwork soon. Once this form is submitted, the ESD Mid-Hudson Regional Office will contact the Town regarding next steps with getting an "Incentive Proposal" developed.
- Background:
  - 2019 CFA Awards were announced on 12/19/19.
    - The ESD SPFS grant application for this project was selected for award - \$18,750 grant equal to 50% of the cost to conduct the feasibility study (\$37,500).
    - Town needs to have a contract in place with ESD prior to commencing any work.
  - Planned work set for the in the SPFS Grant Application includes:
    - Conducting a feasibility study that will explore the possibility of providing municipal sewers to the Hamlet of Parksville making the hamlet more attractive to potential investors. Lack of adequate wastewater infrastructure has been identified as a key obstacle to economic development for the hamlet. A community wastewater collection/treatment system will remove this barrier and enable investors to concentrate their resources on business development.
  - Delaware worked with the Supervisor's office, to complete the Project Budget as requested by ESD
  - The budget worksheet needs to be returned so that ESD may complete the formal "Incentive Proposal" to be executed with the Town.
  - On February 19 (and 28<sup>th</sup>) Resent form and contact info (who it needed to be sent back to) to the Town Supervisor for submission – which was done

**8. Attachments**

- Stevensville Water Project
  - Sept 30, 2020 NYSDOH email ok to do overwater crossing
  - Sept 29, 2020 NYSEFC email – short term financing matures on 08/31/22
  - Revised Lake/Stream Crossing Plan
  - Change Order No. 3 – Time Extension Request email from Osterhoudt and Layne letter

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- Swan Lake WWTP Upgrade, September 21, 2020 NYSEFC Letter of Submittal of Hardship Materials Extension

**9. Items Reviewed at Meeting but not distributed with this package:**

***APPROVAL FOR SUPERVISOR TO EXECUTE CHANGE ORDER #1 ON CONTRACT TL1-G-2017 – GENERAL A NO COST TIME EXTENSION TO 11/30/20, TO ALLOW FOR WELL PUMP ITEMS TO BE PROVIDED AND INSTALLED***

The Town Board of the Town of Liberty does hereby authorize the Town Supervisor to execute Change Order No. 1 for Contract TL1-G-2017 – General, a no cost Contract Time Extension to November 30, 2020, to allow for well pump items to be provided and installed.

Motion: Supervisor Frank DeMayo  
Seconded: Councilperson Dean Farrand  
4 AYES Carried

***BUSINESS***

1. Letter from Camp Baiseinu asking that the penalty charges of \$761.40 be removed due to financial difficulties due to COVID.
2. Letter from Stanley Furst from Williamsburg Mobile regarding his water and sewer usage.

A discussion was held on both the above topics and it was determined they would not remove the penalties and that Supervisor DeMayo would send each a letter letting them know the Board's decisions.

***EXECUTIVE SESSION***

The Town Board of the Town of Liberty does hereby go into Executive Session at 5:03 p.m. to discuss two litigation matters, Alaimo & Liberty Commons.

Motion: Supervisor Frank DeMayo  
Second: Councilperson Brian McPhillips  
4 Ayes Carried

***OUT OF EXECUTIVE SESSION***

The Town Board of the Town of Liberty does hereby come out of Executive Session at 6:03 p.m.

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Motion: Supervisor Frank DeMayo  
Second: Councilperson Brian McPhillips  
4 Ayes Carried

***ADJOURN***

The Town Board does hereby adjourn the meeting at 6:03 p.m.

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
4 AYES Carried

Respectfully submitted,

Town Clerk, Laurie Dutcher



TOWN OF LIBERTY BOARD MEETING  
119 NORTH MAIN STREET, LIBERTY, NY 12754  
DATE: SEPTEMBER 21, 2020  
7:00 P.M. REGULAR MEETING  
\*\*\*ONLINE VIA ZOOM\*\*\*

**REGULAR MEETING:**      *Meeting for the Town of Liberty held via ZOOM*

At the Regular Meeting of the Town Board of the Town of Liberty held on September 21, 2020 at 7:00 p.m., the following were present:

**PRESENT:**

Supervisor Frank DeMayo  
Councilperson Dean Farrand  
Councilperson Brian McPhillips

**RECORDING SECRETARY:**

Town Clerk Laurie Dutcher

**ABSENT:**

Councilperson Vincent McPhillips

**ALSO PRESENT:**

Town Attorney Ken Klein	Patrick Killian
Town Engineer Dave Ohman	Mikaela Killian
Finance Director Cheryl Gerow	Linda Yehl
Finance Director Earl Bertsch	Michael Edwards
Confidential Secretary Nick Rusin	Lyndsay Greico
Water & Sewer Forman Stacey Yaun	Matt Shortall

**PLEDGE OF ALLEGIANCE**

**RESOLUTION OF REMEMBRANCE FOR LYNN P. KILLIAN**

The Town Board presented Mikaela Milk and Patrick Killian a plaque in memory of Lynn Killian.

**RESOLUTION IN REMEMBRANCE**

WHEREAS the Town of Liberty wishes to record its deep sorrow over the passing of Lynn P. Killian; and

WHEREAS Lynn devoted her life to the betterment of the Town of Liberty; and

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WHEREAS the Town of Liberty is grateful for her many contributions as a councilperson and as an outstanding citizen in our community; and

WHEREAS Lynn's service was given with such devotion, that she has earned the respect, admiration and friendship of all the citizens of our community through her professional leadership and dedication.

NOW THEREFORE, in recognition of Lynn's contributions to the Town of Liberty and its citizens, we hereby express our deep appreciation to her service to this community and extend to her family our sincere sympathy upon her passing.

***TOWN BOARD RECOGNIZES SERVICE OF HARRY RAMPE***

The Town Board recognized Harry Rampe on his service to the Town of Liberty and wishes him well in the future.

***APPROVAL OF INCOMING CORRESPONDENCE***

The Town Board of the Town of Liberty does hereby approve of the following Incoming Correspondence:

1. Correspondence from the Greater Liberty Chamber of Commerce regarding the Christmas wreaths.
2. Correspondence from John Geddie requesting information regarding our area.
3. Correspondence from the Sullivan County Agriculture & Farmland Protection Board regarding LaBella Poultry.
4. Correspondence from the NYS Dept. of Transportation regarding the Town's request to lower the speed limit on Huschke Rd.
5. Correspondence from Michael & Cora Edwards.
6. Correspondence from the Commissioner of Sullivan County Public Works, Edward McAndrew regarding paving from the intersection of CR 144 to the intersection of Cutler Rd. (TH 57).
7. Correspondence from the County of Sullivan Industrial Development Agency regarding an amendment to the Community Distributed Generation Project Uniform Tax Exemption Policy.

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8. Correspondence from Don Sherwood Secretary of the Swan Lake Fire Dept. approving of (4) (2) hr. parking spaces located on Stanton Corner Rd. used to accommodate Casa Di Longobardi restaurant.

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
3 AYES Carried

***APPROVAL OF OUTGOING CORRESPONDENCE***

The Town Board of the Town of Liberty does hereby approve of the following Outgoing Correspondence:

1. Correspondence sent by Supervisor DeMayo to John Geddie.
2. Correspondence sent by Supervisor DeMayo to Michael & Cora Edwards.
3. Correspondence sent by Supervisor DeMayo to Howard Osterhoudt.

Motion: Councilperson Brian McPhillips  
Seconded: Councilperson Dean Farrand  
3 AYES Carried

***APPROVAL OF AUDITS***

The Town Board of the Town of Liberty does hereby approve of the audits as follows:

1. August, 2020 Abstract
  - Claims #1185 to #1514 totaling \$1,305,178.16
2. July, 2020 Post Audit
  - Claims #1353 to #1378 totaling \$114,226.39
3. July 2020 General Ledger Abstract
  - Claims #222 to #261 totaling \$216,488.18

Motion: Councilperson Dean Farrand  
Seconded: Supervisor Frank DeMayo  
3 AYES Carried

***APPROVAL OF MINUTES***

The Town Board of the Town of Liberty does hereby approve of the minutes as submitted:

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- |                         |         |
|-------------------------|---------|
| 1. Special Mtg.         | 7/15/20 |
| 2. Regular Monthly Mtg. | 8/17/20 |
| 3. Dept. Head Mtg.      | 9/8/20  |

Motion: Councilperson Dean Farrand  
Seconded: Supervisor Frank DeMayo  
3 AYES Carried

***ACCEPTANCE OF MONTHLY REPORTS***

The Town Board of the Town of Liberty does hereby accept the Monthly Reports as follows:

- |                                |        |
|--------------------------------|--------|
| 1. Town Clerk's Monthly Report | 8/2020 |
| 2. Revenue & Expense Report    | 8/2020 |
| 3. Supervisor's Report         | 8/2020 |

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
3 AYES Carried

***NEW BUSINESS***

***APPROVAL OF VOUCHER FOR NGS CONSTRUCTION, LLC FOR CONTRACTUAL SERVICES FOR THE WSS WATER DISTRICT PHASE 9 IMPROVEMENTS PROJECT***

The Town Board of the Town of Liberty does hereby authorize payment of voucher to NGS Construction, LLC for contractual services for the WSS Water District Phase 9 Improvements Project in the amount of \$183,223.41.

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
3 AYES Carried

***APPROVAL OF 2018-2021 SNOW & ICE CONTRACT***

**RESOLVED**, that pursuant to Highway Law Section 135-a providing for snow and ice control on County Roads with the Town, The Supervisor be and he is directed to execute a contract with the County of Sullivan for the Town to undertake and perform snow and ice control on County roads located in the Town for the period beginning July 1, 2018 and ending June 30, 2021 and

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any extensions thereof duly authorized as provided in such contract at the rate therein provided or hereafter approved

**PRESENT:**

Supervisor Frank DeMayo	Yes
Councilperson Dean Farrand	Yes
Councilperson Brian McPhillips	Yes
Councilperson Vincent McPhillips	Absent

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
3 AYES Carried

***RENEWAL OF CONTRACT WITH FUSCO ENGINEERING- CARRIED OVER***

Renewal of contract with Fusco Engineering will be carried over until the next meeting 10/19/20.

***APPROVAL FOR SUNSOREE YOUNG TO ATTEND CLASSES***

The Town Board of the Town of Liberty does hereby give authorization for Sunsoree Young to attend the following classes at the cost of \$200.00 for:

- Decision 2020: Memorable Case Law for a Forgettable Year
- Ins & Outs of the Exemption Process
- Residential Modeling and Ration Analysis

Motion: Supervisor Frank DeMayo  
Seconded: Councilperson Dean Farrand  
3 AYES Carried

***ADOPTION OF THE RESOLUTION OF THE "RETENTION & DISPOSITION SCHEDULE FOR NEW YORK LOCAL GOVERNMENT RECORDS"***

The Town Board of the Town of Liberty does hereby resolve to adopt the resolution of the "Retention & Disposition Schedule for New York Local Government Records".

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**RESOLVED**, By the Town Board of the Town of Liberty that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED**, that in accordance with Article 57-A:

- (a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
3 AYES Carried

**TOWN BOARD REQUESTS THAT THE COUNTY OF SULLIVAN PETITION THE STATE OF NEW YORK DEPARTMENT OF TRANSPORTATION TO ESTABLISH A LOWER SPEED LIMIT ON M.T. MORRIS RD., LIBERTY**

The Town Board of the Town of Liberty does hereby request with the submittal of a completed TE-9 that the County of Sullivan Department of Public Works request the State of New York Department of Transportation to establish a lower speed limit on M.T. Morris Rd. TR 42, from State Route 52 to Old Loomis Rd. TR 48.

Motion: Councilperson Brian McPhillips  
Seconded: Councilperson Dean Farrand  
3 AYES Carried

**TOWN BOARD REQUESTS THAT THE COUNTY OF SULLIVAN PETITION THE STATE OF NEW YORK DEPARTMENT OF TRANSPORTATION TO ESTABLISH A LOWER SPEED LIMIT ON AHRENS RD., LIBERTY, NY**

The Town Board of the Town of Liberty does hereby request with the submittal of a completed TE-9 that the County of Sullivan Department of Public Works request the State of New York



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Department of Transportation to establish a lower speed limit on Ahrens Rd. TR 2, from Aden Rd. TR 1 to Tanzman Rd. TR 7.

Motion: Councilperson Brian McPhillips  
Seconded: Councilperson Dean Farrand  
3 AYES Carried

***APPROVAL TO SET FALL CLEAN UP FOR 10/16 & 10/17***

The Town Board of the Town of Liberty does hereby set the Fall Clean Up to be held on 10/16/20 & 10/17/20 at the Town Barn located on the corner of Ferndale Loomis Rd. & St. Rt. 52, Liberty.

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
3 AYES Carried

***AUTHORIZATION FOR SUPERVISOR TO EXECUTE AGREEMENT WITH BLAUER ASSOCIATES***

The Town Board of the Town of Liberty does hereby authorize Supervisor Frank DeMayo to execute agreement with Blauer Associates to re-submit application for WSS Phase 10.

Motion: Councilperson Brian McPhillips  
Seconded: Councilperson Dean Farrand  
3 AYES Carried

***MOTION TO CLOSE PUBLIC HEARING FOR THE SWAN LAKE/BRISCOE ROAD CONSOLIDATED SEWER DISTRICT IMPROVEMENTS***

The Town Board of the Town of Liberty does hereby move to close the Public Hearing of August 31, 2020 at which written submissions were to be accepted until September 24, 2020.

Motion: Councilperson Dean Farrand  
Seconded: Councilperson Brian McPhillips  
3 AYES Carried

***DISCUSSION REGARDING CONTRACT WITH JACOB BILLIG- CARRIED OVER***

Discussion regarding contract with Jacob Billig Planning & Zoning Board Attorney will be carried over until the next meeting. Supervisor DeMayo will speak with Mr. Billing in the interim.

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\*\*\*ONLINE VIA ZOOM\*\*\*

**EXTENSION OF EFC CONTRACT**

An extension has been granted on the Swan Lake WWTP application submission deadline for the NYSEFC contract from September 30, 2020 until May 21, 2021 to complete submission of funding application items including, completion of SEQR, a bond resolution and completion of 202b hearing items with a finalization date of December 2021.

**OLD BUSINESS**

*Employee Relations Committee – Highway Department* – Keep on agenda.

*Fines and Fees* – Keep on agenda.

**ZONING AMENDMENT REQUEST BY ZOLI KLEINBERGER FOR SBL #13.-1-27.1**

Tabled until next meeting.

**ZONING AMENDMENT REQUEST BY VIRGINIA NICHOLS FOR 6.6 ACRES ON MT. MORRIS RD.  
RESOLUTION FOLLOWS:**

At a regular meeting of the Town Board of the Town of Liberty, Sullivan County, New York, held at the Town of Liberty Senior Center, 119 North Main Street, Liberty, New York, in said Town, on the 21<sup>st</sup> day of September, 2020, at 7:00 p.m., prevailing time.

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

PRESENT: Supervisor Frank DeMayo  
Councilperson Dean Farrand  
Councilperson Brian McPhillips

ABSENT: Councilperson Vincent McPhillips

The following resolution was introduced by Councilperson Brian McPhillips, who moved its adoption, and seconded by Councilperson Dean Farrand, to wit:

**BE IT RESOLVED**, that introductory Local Law No. 3 of the Year 2020 entitled "A local law amending the Zoning Map of the Town of Liberty with respect to tax map parcel 35.-1-6.6" is hereby introduced before the Town Board of the Town of Liberty, County of Sullivan, State of New York; and

TOWN OF LIBERTY BOARD MEETING  
119 NORTH MAIN STREET, LIBERTY, NY 12754  
DATE: SEPTEMBER 21, 2020  
7:00 P.M. REGULAR MEETING  
\*\*\*ONLINE VIA ZOOM\*\*\*

**BE IT FURTHER RESOLVED**, that copies of the aforesaid local law be laid upon the desk of each member of the Town Board; and

**BE IT FURTHER RESOLVED**, that the Town Board hereby determines the aforesaid local law to be a Type I Action pursuant to the regulations promulgated under the State Environmental Quality Review Act ("SEQRA") for which a Full Environmental Assessment Form shall be prepared and the Town Board declares itself to be Lead Agency for purposes of SEQRA review; and

**BE IT FURTHER RESOLVED**, that the Town Board hold a public hearing on the aforesaid local law at the Town of Liberty Senior Center, 119 North Main Street, Liberty, New York, at 6:50 p.m., prevailing time, on October 19, 2020; and

**BE IT FURTHER RESOLVED**, that the Town Clerk publish or cause to be published a public notice in the Sullivan County Democrat, of such public hearing at least five (5) days prior thereto.

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

Supervisor Frank DeMayo	voting	AYE
Councilperson Dean Farrand	voting	AYE
Councilperson Vincent McPhillips	voting	ABSENT
Councilperson Brian McPhillips	voting	AYE

The resolution was thereupon declared duly adopted.

***VEHICLE OPTIONS FOR THE ASSESSOR***

Tabled until next meeting.

***HIGHWAY CHIP\$ MONEY***

After a short discussion, it was determined that a letter will go out to the Highway Department from the Town Board with regard to the CHIP\$ funds immediately.

***DCO REQUEST TO EXTEND LEASE- CARRIED OVER***

***SULLIVAN O&W RAIL TRAIL ALLIANCE***

Supervisor DeMayo advised the Board that the Sullivan O&W Rail trail are putting together an alliance of all representatives from the different towns and he thinks that is something that we want to looking to put together a bunch of linkages. He thinks it's pretty evident that the rail trials are a priority item within the County and certainly with Renaissance because they

TOWN OF LIBERTY BOARD MEETING  
119 NORTH MAIN STREET, LIBERTY, NY 12754  
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\*\*\*ONLINE VIA ZOOM\*\*\*

awarded a project to Fallsburg for their rail trail enhancement proposal. Supervisor DeMayo stated that he would like to appoint Nick Rusin as our representative on the Alliance. He will be a voting member on the Alliance.

***APPROVAL OF APPOINTMENT OF NICK RUSIN AS SULLIVAN O&W RAIL TRAIL ALLIANCE REPRESENTATIVE***

The Town Board of the Town of Liberty does hereby appoint Nick Rusin as the Town representative on the Sullivan O&W Rail Trail Alliance.

Motion: Supervisor Frank DeMayo  
Seconded: Councilperson Dean Farrand  
3 AYES Carried

***PUBLIC COMMENT***

Email any questions to the Supervisor at [supervisordemayo@townofliberty.org](mailto:supervisordemayo@townofliberty.org) until meetings are open to the public.

***BOARD DISCUSSION***

COUNCILPERSON DEAN FARRAND Nothing to report.

COUNCILPERSON BRIAN McPHILLIPS Nothing to report.

COUNCILPERSON VINCENT McPHILLIPS Absent.

TOWN ATTORNEY KEN KLEIN Nothing to report.

SUPERVISOR FRANK DEMAYO - Will be sending a reminder by e-mail to all departments regarding the Workplace Violence program to those who have not yet completed the course.

***EXECUTIVE SESSION***

The Town Board of the Town of Liberty does hereby go into Executive Session at 7:59 p.m. to discuss the following:

1. Discussions relating to proposed, pending or current litigation.

TOWN OF LIBERTY BOARD MEETING  
119 NORTH MAIN STREET, LIBERTY, NY 12754  
DATE: SEPTEMBER 21, 2020  
7:00 P.M. REGULAR MEETING  
\*\*\*ONLINE VIA ZOOM\*\*\*

2. Acquisition, lease or sale of real property or securities that with publicity would substantially affect the value.

Motion: Supervisor Frank DeMayo  
Seconded: Councilperson Dean Farrand  
3 AYES Carried

***OUT OF EXECUTIVE SESSION***

The Town Board of the Town of Liberty does hereby come out of Executive Session at 8:23 p.m.

Motion: Councilperson Dean Farrand  
Second: Supervisor Frank DeMayo  
4 Ayes Carried

***ADJOURN***

The Town Board does hereby adjourn the meeting at 8:24 p.m.

Motion: Councilperson Brian McPhillips  
Seconded: Supervisor Frank DeMayo  
3 Ayes Carried

Respectfully submitted,

Town Clerk, Laurie Dutcher

Account#	Account Description	Fee Description	Qty	Local Share
	Health Insurance	Highway Fund DA	1	0.00
		<b>Sub-Total:</b>		<b>\$0.00</b>
A 2590	Highway Fees	Road Access Permit	2	100.00
		<b>Sub-Total:</b>		<b>\$100.00</b>
A1255	Conservation	Conservation	17	80.62
	Marriage License	Marriage License Fee	8	140.00
	Small Sales	EZ Pass	13	325.00
		Marriage Certificate	1	10.00
		<b>Sub-Total:</b>		<b>\$555.62</b>
A1620.4	Small Sales	Photo Copies	9	3.00
		<b>Sub-Total:</b>		<b>\$3.00</b>
A1670.4	Building Fees	Certified Mailings	4	289.80
		<b>Sub-Total:</b>		<b>\$289.80</b>
A2544			3	0.00
	Dog Licensing	Female, Spayed	16	118.00
		Female, Unspayed	2	25.00
		Male, Neutered	12	95.00
		Male, Unneutered	3	37.50
		Purebred Licenses	1	25.00
		<b>Sub-Total:</b>		<b>\$300.50</b>
A2545	Dog	Redeemed Dog	1	75.00
		<b>Sub-Total:</b>		<b>\$75.00</b>
B2110	Building Fees	Special Mtg.-Zoning Board	1	100.00
		<b>Sub-Total:</b>		<b>\$100.00</b>
B2115	Building Fees	Special Use	1	100.00
		<b>Sub-Total:</b>		<b>\$100.00</b>
B2770	Building Fees	Building Permit	23	2,354.10
		Municipal Search	25	1,400.00
		<b>Sub-Total:</b>		<b>\$3,754.10</b>



Account#	Account Description	Fee Description	Qty	Local Share
<b>Total Local Shares Remitted:</b>				<b>\$5,278.02</b>
Amount paid to:	Highway Fund DA			194.30
Amount paid to:	Ny State Dept. Of Health			180.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program			67.00
Amount paid to:	NYS Environmental Conservation			1,355.38
<b>Total State, County &amp; Local Revenues:</b>		<b>\$7,074.70</b>	<b>Total Non-Local Revenues:</b>	<b>\$1,796.68</b>

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Laurie Dutcher, Town Clerk, Town of Liberty during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

\_\_\_\_\_  
Supervisor\_\_\_\_\_  
Date\_\_\_\_\_  
Town Clerk\_\_\_\_\_  
Date

## REVENUE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT RECEIPTS	Y-T-D RECEIPTS	UNCOLLECTED BALANCE
GENERAL FUND - TOWNWIDE	2,516,805.00	72,096.82	2,145,057.38	371,747.62
TOWN - OUTSIDE VILLAGE	351,114.00	3,171.34	214,911.62	136,202.38
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	169,296.75	207,240.91	207,240.91-
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,530,181.00	.00	1,608,188.76	78,007.76-
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,186,584.00	.00	1,189,043.04	2,459.04-
HIGHWAY CHIPS FUND	356,500.00	.00	.00	356,500.00
WATER AND SEWER OPERATIONAL FUND	952,399.00	.00	647,497.58	304,901.42
TOTAL SEWER DISTRICTS	719,624.00	232,562.22	894,265.99	174,641.99-
TOTAL WATER DISTRICTS	1,321,931.00	456,319.91	1,131,678.06	190,252.94
GRAND TOTALS.....	8,935,138.00	933,447.04	8,037,883.34	897,254.66

## EXPENSE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	P.O. BALANCE	UNENCUMBERED UNEX. BALANCE
GENERAL FUND - TOWNWIDE	2,791,805.00	180,302.51	1,525,279.52	173.54	1,266,351.94
TOWN - OUTSIDE VILLAGE	403,114.00	35,556.67	209,775.47	.00	193,338.53
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	169,296.75	207,240.88	.00	207,240.88-
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,567,016.00	34,552.16	831,640.95	59,714.51	675,660.54
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,246,584.00	110,998.91	819,308.80	75,620.64	351,654.56
HIGHWAY CHIPS FUND	356,500.00	37,309.80	389,548.42	.00	33,048.42-
WATER AND SEWER OPERATIONAL FUND	952,399.00	69,571.77	539,300.94	.00	413,098.06
TOTAL SEWER DISTRICTS	805,943.00	33,487.15	578,709.22	1,585.00	225,648.78
TOTAL WATER DISTRICTS	1,469,295.00	139,168.00	794,316.79	.00	674,978.21
GRAND TOTALS.....	9,592,656.00	810,243.72	5,895,120.99	137,093.69	3,560,441.32



Town of Liberty  
Supervisor's Report  
September-20  
Bank Account Reconciliation

Name	Bank	Account #	Current Total
General Fund	Key Bank	*183	\$ 1,381,883.15
Highway Fund	Key Bank	*191	\$ 880,255.47
Capital Reserve Fund	TD Banknorth	*521	\$ 1,820,438.00
Capital Reserve Fund	Wayne Bank	*701	\$ 101,775.55
Street Light Districts	CHB	*555	\$ 46,244.55
Water and Sewer Fund	Key Bank	*205	\$ 1,626,991.00
Trust and Agency	Key Bank	*744	\$ 151,204.83
Central Checking	Key Bank	*183	\$ -
Health Insurance	Jeff Bank	*993	\$ -
Payroll Account	Jeff Bank	*310	\$ -
Payroll Withholding	Jeff Bank	*174	\$ -
NYS CDBG	Key Bank	*418	\$ -
Grant Account	Key Bank	*212	\$ -
		<b>TOTAL:</b>	<b>\$ 6,008,792.55</b>

Key Bank Treasury Bills:			\$ 1,259,744.22
Catskill Hudson Bank CD			\$ 87,601.48
Jeff Bank CD			\$ -
TD Banknorth CD			\$ 200,784.02
		<b>TOTAL CD:</b>	<b>\$ 1,548,129.72</b>





## DELAWARE ENGINEERING, D.P.C.

55 South Main Street  
Oneonta, NY 13820

Tel: 607.432.8073  
Fax: 607.432.0432

October 8, 2020

Cheryl Gerow  
Finance Department  
Town of Liberty, NY  
120 Main Street  
Liberty, NY 12754

Re: Town of Liberty, NY  
White Sulphur Springs Phase 9

Subj: TL1-G-19 – General Contract

Dear Mrs. Gerow:

Enclosed is the signed copy of Payment Application No. 3 from NGS Construction, LLC. with an attachment of the following:

- Contractors Application for Payment No.3 (3 copies)

We have reviewed the attached Payment Application No. 3 for NGS Construction, LLC, for the subject project, for the period ending October 8, 2020, in the amount of \$99,178.46. Total cost to date of \$472,630.13 which equates to 78 % of the contract price for the project with a balance to finish plus retainage of \$155,323.98.

We agree with the level of work completed to date and the costs presented therein. Therefore, we recommend that the Town resolve to provide payment to the contractor in the amount requested by the contractor.

If you have any questions or comments please contact me at our Oneonta office.

Respectfully,

DELAWARE ENGINEERING, D.P.C.

Jeff Francisco

P:\Town of Liberty\White Sulphur Springs Water District\2018 NYS CFA Engineering Report (Phase 9)\Pay Recs\Pay Request 1 CL 08-4-2020.docx

CC: Stacey Yaun, Water and Sewer Department Working Supervisor (w/enclosures)  
Laurie Dutcher, Town Clerk (w/enclosures)  
Mark Blauer, Blauer Associates (email/w/enclosures)  
File, Delaware Engineering, D.P.C. (w/enclosures)





# Progress Estimate - Unit Price Work

## Contractor's Application

For Contract		Town of Liberty, White Sulphur Springs Phase 9 Water System Improvements, 11/14/2019										Application Number		1	
Application Period		Application Date										10/8/2020			
		A													
Bid Item No.	Work Item No.	Item		Unit of Measure	Bid Item Quantity	Unit Price	Bid Item Value (\$)	C	D	E	F		Balance to Finish (H - F)		
		Description									Total Completed and Stored to Date (D + E)	% (F / B)			
1	1.01	Mobilization & Demobilization, Bonds, Insurance		Lump Sum	1	\$10,000.00	\$10,000.00	1	\$10,000.00		\$10,000.00	100.0%			
2	1.02	Maintenance and Protection of Traffic (M&PT)		Lump Sum	1	\$10,000.00	\$10,000.00	1	\$10,000.00		\$10,000.00	100.0%			
3	1.03	NYS DOT Work Permit		Lump Sum	1	\$2,000.00	\$2,000.00	1	\$2,000.00		\$2,000.00	100.0%			
4	1.04	SC 1 Highway Work Permit		Lump Sum	1	\$2,000.00	\$2,000.00	1	\$2,000.00		\$2,000.00	100.0%			
5	2.01	Utility Clearance/Support during construction		Lump Sum	1	\$2,000.00	\$2,000.00	1	\$2,000.00		\$2,000.00	100.0%			
6	3.01	Furnish and Install New DIP Watermain, Fittings, and Appurtenances		Lump Sum	1	\$8,500.00	\$8,500.00	1	\$8,500.00		\$8,500.00	100.0%			
		In SCTI Areas (Dahlia Road, CR 145)													
7	3.01	Furnish and Install New DIP Watermain, Fittings, and Appurtenances		Linear Feet	750	\$90.50	\$67,875.00	750	\$67,875.00		\$67,875.00	100.0%			
		In Shore Road													
7	4.02	Furnish and Install Watermain Valves - Resilient Seat Gate Valve Assemblies		Linear Feet	1443	\$102.50	\$147,907.50	1443	\$147,907.50		\$147,907.50	97.5%	\$1,992.50		
		8" Diameter													
8	4.01	Furnish and Install New Watermain Hydrant Assembly and Appurtenances		Each	7	\$3,000.00	\$21,000.00	6	\$18,000.00		\$18,000.00	85.7%	\$3,000.00		
		Furnish and install New Water Services - Open Cut 1" Type K Copper Water Service and Appurtenances		Each	4	\$5,000.00	\$20,000.00	4	\$20,000.00		\$20,000.00	100.0%			
9	1.04	3 Services Total, Shore Road Assume 10' Average Length, 4 Services Total, Dahlia Road (CR145) Assume 20' Average Length		Linear Feet	110	\$69.64	\$7,660.40	73	\$5,081.72		\$5,081.72	66.4%	\$2,578.68		
		Furnish and install New Water Services - In Town and SCTI Area Bore Under Highway 1" K Copper water services and Appurtenances, Encased in 2" HDPE Sleeve													
10	4.05	(2 Services Total, Shore Road Assume 40' Average Length) (4 Services Total, Dahlia Road (CR 145) Assume 65' Average Length)		Linear Feet	420	\$87.20	\$36,504.00	304	\$26,508.80		\$26,508.80	95.0%	\$1,995.20		
		Site Restoration													
11	4.01	Open Cut Road Crossing Approximately 50' Linear Feet		Lump Sum	1	\$18,000.00	\$18,000.00	1	\$18,000.00		\$18,000.00	100.0%			
12	4.02	Rock removal		Lump Sum	2	\$5,000.00	\$10,000.00	2	\$10,000.00		\$10,000.00	100.0%			
13	5.01	Change Order #1		Cubic Yard	1	\$600.00	\$600.00						\$600.00		
		Maintenance and Protection of Traffic (M&PT)		Linear Feet	350	\$6.00	\$3,480.00	363.5	\$3,181.00		\$3,181.00	102.3%	-\$81.00		
2.01		Utility Clearance/Support during construction		Linear Feet	550	\$4.00	\$2,200.00	563.5	\$2,254.00		\$2,254.00	102.3%	-\$54.00		
3.01		8" DIP water main on Dahlia Road		Linear Feet	550	\$95.50	\$52,525.00	563.5	\$53,814.25		\$53,814.25	102.3%	-\$1,289.25		
4.02		8" Main line valves		Each	3	\$1,000.00	\$9,000.00	1	\$1,000.00		\$1,000.00	33.3%	\$6,000.00		
4.03		New Hydrant Assembly		Each	1	\$5,000.00	\$5,000.00	1	\$5,000.00		\$5,000.00	100.0%			
4.04		(4) Open Cut Water Services		Linear Feet	80	\$75.00	\$6,000.00	46	\$3,500.00		\$3,500.00	57.5%	\$2,500.00		
4.05		(2) Bored Water Services		Linear Feet	140	\$90.00	\$12,600.00	140	\$12,600.00		\$12,600.00	100.0%			
4.01		Site Restoration 1 F		Linear Feet	550	\$20.00	\$11,000.00	563.5	\$11,270.00		\$11,270.00	102.3%	-\$270.00		
		Change Order #2													
1.01		De-watering		Lump Sum	1	\$7,245.00	\$7,245.00	0.5	\$3,622.50		\$3,622.50	50.0%	\$3,622.50		
1.02		Watermain Installation		Lump Sum	1	\$14,490.00	\$14,490.00	0.8	\$11,592.00		\$11,592.00	80.0%	\$2,898.00		
1.03		Restoration		Lump Sum	1	\$7,245.00	\$7,245.00						\$7,245.00		
1.04		Watermain Materials		Lump Sum	1	\$22,089.20	\$22,089.20	0.8	\$17,671.36		\$17,671.36	80.0%	\$4,417.84		
1.05		New Well Pump Installation		Lump Sum	1	\$75,888.50	\$75,888.50						\$75,888.50		







## DELAWARE ENGINEERING, D.P.C.

---

55 South Main Street  
Oneonta, NY 13820

Tel: 607.432.8073  
Fax: 607.432.0432

August 20, 2020

Cheryl Gerow  
Budget/Accounting Coordinator  
Town of Liberty  
Government Center  
120 North Main Street  
Liberty, NY 12754

Re: White Sulphur Springs Water District – Phase 9 Improvements

Sub: Engineering Services Invoice No. 10

Dear Cheryl:

Attached for Town review and processing is our invoice totaling \$11,077.50 for the subject project. Total cost to date, including this invoice, is \$70,903.41. Based on the contract price of \$118,500.00, the remaining balance equals \$47,596.59.

Work performed/provided which is covered by the invoice through July 2020 includes:

**Task 1 – Subcontractor Services:**

- REGEN, LLC completed topographic survey.

**Task 2 – Design Services:**

- Completed
- NYS DEC Permit Submitted

**Task 3 - Bid/Award Services:**

- Completed

**Task 4 – Engineering During Construction:**

- Starting Reviewing Contractor Submittals and questions

**Task 5 – On-Site Observation Services:**

- Continue Onsite Inspections

**Task 6 – As-Built:**

- Not Completed

**Work planned for August 2020 includes:**

- Working on Contractor submissions.
- Construction Inspections.
- Continue to communicate with the Town, Sullivan County DPW and contractor on project needs.

Please contact me at (607) 432-8073 if you have any questions.

Respectfully,

**DELAWARE ENGINEERING, D.P.C.**



Dave Ohman, P.E.

Attachment

CC: Frank DeMayo, Town Supervisor (w/enclosures)  
Mark Blauer, Blauer Associates (w/enclosures)  
Stacey Yaun, Town Water & Sewer Department (w/enclosures)  
Cheryl DeCarr, Delaware Engineering, D.P.C. (w/enclosures)  
Jeff Francisco, Delaware Engineering, D.P.C. (w/enclosures)





Delaware Engineering, D.P.C.  
28 Madison Ave. Ext.  
Albany, NY 12203  
(518) 452-1290

LIBERTY (T)  
120 North Main Street  
Liberty, NY 12754

Invoice number 19-1666-10  
Date 08/19/2020

Project 19-1666 Liberty (T) White Sulphur Springs  
Phase 9

For Services Rendered Through August 02, 2020

#### 4 Engineering During Construction

David R. Ohman

Units	Rate	Billed Amount
12.50	185.00	2,312.50

#### 5 On-Site Observation/Inspection Services

Jeffrey Francisco

Units	Rate	Billed Amount
95.00	85.00	8,075.00

#### REIMBURSABLES

Mileage - Oneonta 2020

Units	Rate	Billed Amount
1,200.00	0.575	690.00

Phase subtotal

8,765.00

Invoice total **11,077.50**

Approved by:

Jeffrey Francisco

Please remit payment to:  
Delaware Engineering, D.P.C.  
28 Madison Ave. Ext.  
Albany, NY 12203

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

Town of Liberty

Attention: Cheryl Gerow, Finance Department

120 North Main Street

Liberty, NY 12754

PROJECT ID

19-1666

PROJECT: White Sulphur Springs Water District - Phase 9 Improvements

INVOICE/REQUISITION No.: 10

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
<b>1. Task 1 - Subcontractor Services</b>				
Subcontractors - Surveying (REGEN, LLC)	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
<b>SUBTOTAL-TASK 1</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>
<b>2. Task 2 - Design Services (Preliminary Design Included)</b>				
Labor	\$ -	\$ 35,806.25	\$ 35,806.25	
Reimbursable Expenses	\$ -	\$ 442.47	\$ 442.47	
<b>SUBTOTAL-TASK 2</b>	<b>\$ -</b>	<b>\$ 36,248.72</b>	<b>\$ 36,248.72</b>	<b>\$ 36,250.00</b>
<b>3. Task 3 - Bid/Award Services</b>				
Labor	\$ -	\$ 6,655.00	\$ 6,655.00	
Reimbursable Expenses	\$ -	\$ 343.64	\$ 343.64	
<b>SUBTOTAL-TASK 3</b>	<b>\$ -</b>	<b>\$ 6,998.64</b>	<b>\$ 6,998.64</b>	<b>\$ 7,000.00</b>
<b>4. Task 4 - Engineering During Construction</b>				
Labor	\$ 2,312.50	\$ 6,113.75	\$ 8,426.25	
Reimbursable Expenses	\$ -	\$ 124.80	\$ 124.80	
<b>SUBTOTAL-TASK 4</b>	<b>\$ 2,312.50</b>	<b>\$ 6,238.55</b>	<b>\$ 8,551.05</b>	<b>\$ 26,250.00</b>
<b>5. Task 5 - On-Site Observation Services</b>				
Labor	\$ 8,075.00	\$ 340.00	\$ 8,415.00	
Reimbursable Expenses	\$ 690.00	\$ -	\$ 690.00	
<b>SUBTOTAL-TASK 5</b>	<b>\$ 8,765.00</b>	<b>\$ 340.00</b>	<b>\$ 9,105.00</b>	<b>\$ 37,500.00</b>

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
<b>6. Task 6 - As-Built</b>				
Labor	\$ -	\$ -	\$ -	
Reimbursable Expenses	\$ -	\$ -	\$ -	
<b>SUBTOTAL-TASK 6</b>	\$ -	\$ -	\$ -	\$ 1,500.00
<b>TOTAL</b>	<u>\$ 11,077.50</u>	<u>\$ 59,825.91</u>	<u>\$ 70,903.41</u>	<u>\$ 118,500.00</u>
<b>AMOUNT DUE FOR CURRENT SERVICES</b>	<u>\$ 11,077.50</u>			
<b>AMOUNT PAST DUE</b>	<u>\$ 11,587.19</u>	Invoice #8, 6/11/2020 and Invoice #9, 7/8/2020		
<b>TOTAL NOW DUE</b>	<u>\$ 22,664.69</u>			
<b>BUDGET BALANCE</b>	\$ 47,596.59			

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE

Date: 9/28/20 Signature: [Signature]



## DELAWARE ENGINEERING, D.P.C.



55 South Main Street  
Oneonta, NY 13820

Tel: 607.432.8073  
Fax: 607.432.0432

September 16, 2020

Cheryl Gerow  
Budget/Accounting Coordinator  
Town of Liberty  
Government Center  
120 North Main Street  
Liberty, NY 12754

Re: White Sulphur Springs Water District – Phase 9 Improvements

Sub: Engineering Services Invoice No. 11

Dear Cheryl:

Attached for Town review and processing is our invoice totaling \$10,756.18 for the subject project. Total cost to date, including this invoice, is \$81,659.59. Based on the contract price of \$118,500.00, the remaining balance equals \$36,840.41.

Work performed/provided which is covered by the invoice through August 2020 includes:

**Task 1 – Subcontractor Services:**

- REGEN, LLC completed topographic survey.

**Task 2 – Design Services:**

- Completed
- NYS DEC Permit Submitted

**Task 3 - Bid/Award Services:**

- Completed

**Task 4 – Engineering During Construction:**

- Starting Reviewing Contractor Submittals and questions

**Task 5 – On-Site Observation Services:**

- Continue Onsite Inspections

**Task 6 – As-Builts:**

- Not Completed

**Work planned for September 2020 includes:**

- Working on Contractor submissions.
- Construction Inspections.
- Continue to communicate with the Town, Sullivan County DPW and contractor on project needs.

Please contact me at (607) 432-8073 if you have any questions.

Respectfully,

**DELAWARE ENGINEERING, D.P.C.**



Dave Ohman, P.E.

Attachment

CC: Frank DeMayo, Town Supervisor (w/enclosures)  
Mark Blauer, Blauer Associates (w/enclosures)  
Stacey Yaun, Town Water & Sewer Department (w/enclosures)  
Cheryl DeCarr, Delaware Engineering, D.P.C. (w/enclosures)  
Jeff Francisco, Delaware Engineering, D.P.C. (w/enclosures)





**Delaware Engineering, D.P.C.**

28 Madison Ave. Ext.

Albany, NY 12203

(518) 452-1290

LIBERTY (T)  
120 North Main Street  
Liberty, NY 12754

Invoice number 19-1666-11  
Date 09/14/2020

Project 19-1666 Liberty (T) White Sulphur Springs  
Phase 9

For Services Rendered Through August 30, 2020

**4 Engineering During Construction**

	Units	Rate	Billed Amount
David R. Ohman	12.00	185.00	2,220.00
Jeffrey Francisco	28.00	125.00	3,500.00
subtotal	40.00		5,720.00
Phase subtotal			5,720.00

**5 On-Site Observation/Inspection Services**

	Units	Rate	Billed Amount
Brian P. Clancy	9.50	85.00	807.50
Jeffrey Francisco	39.00	85.00	3,315.00
subtotal	48.50		4,122.50

**REIMBURSABLES**

	Units	Rate	Billed Amount
Mileage - Oneonta 2020	1,400.00	0.575	805.00
Brian P. Clancy			
Mileage - Oneonta 2020	189.00	0.575	108.68
Reimbursables subtotal			913.68
Phase subtotal			5,036.18

Invoice total **10,756.18**

Approved by:

Jeffrey Francisco



Delaware Engineering, D.P.C.  
28 Madison Ave. Ext.  
Albany, NY 12203  
(518) 452-1290

LIBERTY (T)

Project 19-1666 Liberty (T) White Sulphur Springs Phase 9

Invoice number 19-1666-11

Date 09/14/2020

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*Please remit payment to:*  
*Delaware Engineering, D.P.C.*  
*28 Madison Ave. Ext.*  
*Albany, NY 12203*

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

Town of Liberty

Attention: Cheryl Gerow, Finance Department

120 North Main Street

Liberty, NY 12754

PROJECT ID

19-1666

PROJECT: White Sulphur Springs Water District - Phase 9 Improvements

INVOICE/REQUISITION No.: 11

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
<b>1. Task 1 - Subcontractor Services</b>				
Subcontractors - Surveying (REGEN, LLC)	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
<b>SUBTOTAL-TASK 1</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>
<b>2. Task 2 - Design Services (Preliminary Design Included)</b>				
Labor	\$ -	\$ 35,806.25	\$ 35,806.25	
Reimbursable Expenses	\$ -	\$ 442.47	\$ 442.47	
<b>SUBTOTAL-TASK 2</b>	<b>\$ -</b>	<b>\$ 36,248.72</b>	<b>\$ 36,248.72</b>	<b>\$ 36,250.00</b>
<b>3. Task 3 - Bid/Award Services</b>				
Labor	\$ -	\$ 6,655.00	\$ 6,655.00	
Reimbursable Expenses	\$ -	\$ 343.64	\$ 343.64	
<b>SUBTOTAL-TASK 3</b>	<b>\$ -</b>	<b>\$ 6,998.64</b>	<b>\$ 6,998.64</b>	<b>\$ 7,000.00</b>
<b>4. Task 4 - Engineering During Construction</b>				
Labor	\$ 5,720.00	\$ 8,426.25	\$ 14,146.25	
Reimbursable Expenses	\$ -	\$ 124.80	\$ 124.80	
<b>SUBTOTAL-TASK 4</b>	<b>\$ 5,720.00</b>	<b>\$ 8,551.05</b>	<b>\$ 14,271.05</b>	<b>\$ 26,250.00</b>
<b>5. Task 5 - On-Site Observation Services</b>				
Labor	\$ 4,122.50	\$ 8,415.00	\$ 12,537.50	
Reimbursable Expenses	\$ 913.68	\$ 690.00	\$ 1,603.68	
<b>SUBTOTAL-TASK 5</b>	<b>\$ 5,036.18</b>	<b>\$ 9,105.00</b>	<b>\$ 14,141.18</b>	<b>\$ 37,500.00</b>

# DELAWARE ENGINEERING, D.P.C.

55 South Main Street, Oneonta, New York 13820 Phone 607-432-8073/FAX 607-432-0432

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
<b>6. Task 6 - As-Built</b>				
Labor	\$ -	\$ -	\$ -	
Reimbursable Expenses	\$ -	\$ -	\$ -	
<b>SUBTOTAL-TASK 6</b>	\$ -	\$ -	\$ -	\$ 1,500.00
<b>TOTAL</b>	<u>\$ 10,756.18</u>	<u>\$ 70,903.41</u>	<u>\$ 81,659.59</u>	<u>\$ 118,500.00</u>
<b>AMOUNT DUE FOR CURRENT SERVICES</b>	<u>\$ 10,756.18</u>			
<b>AMOUNT PAST DUE</b>	<u>\$ 11,077.50</u>		Invoice #10, 8/19/2020	
<b>TOTAL NOW DUE</b>	<u>\$ 21,833.68</u>			
<b>BUDGET BALANCE</b>		\$ 36,840.41		

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE

## Laurie Dutcher

---

**From:** Dave Ohman <dohman@delawareengineering.com>  
**Sent:** Thursday, October 15, 2020 10:38 AM  
**To:** Frank DeMayo (supervisordemayo@townofliberty.org)  
**Cc:** Dean Farrand - Town of Liberty (dfarr0804@aol.com); b.mcphillips@townofliberty.org; Vince McPhillips; Stacey Yaun; Laurie Dutcher (L.Dutcher@townofliberty.org); c.gerow@townofliberty.org; Jeff Francisco; Andrew Lui (andrew.lui@health.ny.gov); Johnson, Paul (EFC)  
**Subject:** Stevensville water Change Order No. 1  
**Attachments:** Stevensville Contract TL2-G-2017 Change Order 1.pdf

Hi Frank and all,

At the October 5 meeting, we reviewed the need for this no cost time extension. Osterhoudt provided a second letter this week regarding the need for some extra time to wrap up tank site restoration work...so we have rolled the well 4 and tank work requests into one package, along with the change order form, for Town review at the October 19 meeting.

Should the Town agree to proceed with this change, we then recommend that the Town Board resolve to authorize the Town Supervisor to execute the no cost Change Order No. 1 to Contract No. TL2-G-2017.

Please contact Jeff or me if you have any questions.

Best to you all,

*Dave Ohman*

### **DELAWARE ENGINEERING, D.P.C.**

55 South Main Street  
Oneonta, NY 13820  
(607) 432-8073 Extn 302 Phone  
(607) 432-0432 Fax  
607-643-1356 cell  
[dohman@delawareengineering.com](mailto:dohman@delawareengineering.com)



## DELAWARE ENGINEERING, D.P.C.

55 South Main Street  
Oneonta, NY 13820

Tel: 607.432.8073  
Fax: 607.432.0432

October 15, 2020

Frank DeMayo  
Town Supervisor  
Town of Liberty  
120 North Main Street  
Liberty, NY 12754

Re: Town of Liberty, NY  
Stevensville Water District Improvements  
DWSRF #18284

Subj: TL2-G-2017 – General Contract  
Change Order No. 1 – No Cost Time Extension

Dear Frank:

Enclosed for Town review is Change Order No. 1 for the Stevensville Water project. Osterhoudt is requesting a no cost extension of the contract completion date from October 31, 2020 to November 30, 2020 in order to complete the site work at the water tank and for a delay in getting parts for the well #4 work. Attached are letters from Layne Christenson Co. and H. Osterhoudt explaining the reason for the time extension request.

**Should the Town agree to proceed with this change, then we recommend that the Town Board resolve to authorize the Town Supervisor to execute the no cost Change Order No. 1 to Contract No. TL2-G-2017.**

Attachments include:

- Change Order No. 1 form
- H. Osterhoudt Excavating Letter for time extension request
- Layne Christenson letter for time extension request

Please contact me or Jeff Francisco at 607-432-8073 if you have any questions or comments.

Respectfully,

**DELAWARE ENGINEERING, D.P.C.**

Dave Ohman, P.E.

Enclosures

Cc: Town Board (w/enclosures)  
Stacey Yaun, Water & Sewer (w/enclosures)  
Cheryl Gerow, Finance (w/enclosures)  
Laurie Dutcher, Town Clerk (w/enclosures)



# CHANGE ORDER

AIA DOCUMENT G701

OWNER [X]  
ARCHITECT [X]  
CONTRACTOR [X]  
FIELD [X]  
OTHER []

PROJECT: *Town of Liberty*  
*Stevensville Water District Improvements*  
*DWSRF #18284*  
TO CONTRACTOR:  
*H. Osterhoudt Excavating, Inc.*  
*11 Spring Street*  
*Ellenville, NY 12428*

CHANGE ORDER NUMBER: *1*  
DATE: *19-Oct-20*  
ARCHITECT'S PROJECT NO: *TL2-G-2017 General*  
CONTRACT DATE: *5-May-20*  
CONTRACT FOR: \$ *2,119,450.00*

The Contract is changed as follows:

*Item #1 Time extension for Layne Christensen Co. for the rehab of Well #4 pump two (see attached letter)*  
*Time extension to complete the site work for the water tank(see attached letter)*

**TOTAL** \$ -

**Not valid until signed by the Owner, Architect and Contractor.**

The original (Contract Sum) (~~Guaranteed Maximum Price~~) was..... \$ **2,119,450.00**  
Net change by previously authorized Change Orders..... \$ -  
The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was..... \$ **2,119,450.00**  
The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (~~increased~~) (~~decreased~~)  
(unchanged) by this Change Order in the amount of..... \$ -  
The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be..... \$ **2,119,450.00**

The Contract Time will be (~~increased~~) (~~decreased~~) (~~unchanged~~) by ( 0 ) days

The date of Substantial Completion as of the date of this Change Order therefore is ( November 30, 2020)

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**Delaware Engineering, D.P.C.**

ARCHITECT

**55 South Main Street**

Address

**Oneonta, N.Y. 13820**

BY \_\_\_\_\_

DATE \_\_\_\_\_

**H. Osterhoudt Excavating, Inc.**

CONTRACTOR

**11 Spring Street**

Address

**Ellenville, NY 12428**

BY \_\_\_\_\_

DATE \_\_\_\_\_

**Town of Liberty**

OWNER

**120 North Main Street**

Address

**Liberty, NY 12754**

BY \_\_\_\_\_

DATE \_\_\_\_\_



Layne Christensen Co.  
134-2 Layne Lane  
Schoharie, NY 12157

T 518-295-8288  
F 518-295-8289  
graniteconstruction.com

September 15, 2020

Kristen Osterhoudt  
H. Osterhoudt Excavating, Inc.  
11 Spring Street  
Ellenville, NY 12428

*Reference: Town of Liberty, NY – Stevensville Water District Improvements  
Work Item #5.01- New Water Well Pump Time Extension Request*

Ms. Osterhoudt,

I am writing this letter to request a time extension regarding the aforementioned project. Understanding the project completion date is October 29<sup>th</sup>, Layne is requesting an extension of 5 weeks to complete our portion of the work. The anticipated ship date of the 11RAHC pump setting is currently November 6<sup>th</sup>. The delay is due to an extensive back and forth with the manufacturer to ensure the pump setting that is shipped, is exactly what is needed by the Town of Liberty.

This pump setting was originally quoted to us in March 2020. After project award, our submittals were approved on July 6<sup>th</sup> with the understanding that the "Contractor is responsible for dimensions to be confirmed and correlated at the job site." We then followed up on our order on July 13<sup>th</sup> and requested a few technical changes including; dimension of discharge head base and an adjustable screw-in top special pipe. Unfortunately, we had to work with a new sales representative who did not fully understand the order and additional explanation was needed. We received a revised spec on July 20<sup>th</sup> but the new sales rep changed more than requested. We requested another revised quote and received a response on July 27<sup>th</sup>. Our official order was placed on August 4<sup>th</sup> and answered a few miscellaneous questions that were asked. After discussions, we received a final order confirmation on August 11<sup>th</sup> and we gave approval to move into production on August 12<sup>th</sup>. The next day we received additional questions/and objections from their engineering due to utilizing a threaded top special pipe for discharge adjustment (which we have used in the past with no issues). For the next two weeks we dealt with the engineering departments questions and finally came to an agreement. The order was again finalized on August 24<sup>th</sup> and it took the manufacturer until September 1<sup>st</sup> to resend the final confirmation and move into production.

The standard lead time for a setting like this is 11-13 weeks and due to change in personnel at our manufacturer we lost an understanding on a few specific details. This snowballed into a long, unanticipated and unwanted delay on our order. I apologize for the inconvenience caused. I hope that time lost in ordering, will be worth a smooth installation in the near future. Please let me know if you need any additional information. We will be pushing for an expedited delivery if at all possible. Thank you for your understanding.

Sincerely,

LAYNE CHRISTENSEN COMPANY

Charles M. Crook  
Area Manager



## **H. Osterhoudt Excavating**

11 Spring St.  
Ellenville, NY 12428

845/647-9084, 845/647-8304 (F)  
Email: HOcon29@aol.com

October 14, 2020

Town of Liberty  
120 N. Main St.  
Liberty, NY 12754

C/O: Mr. Jeff Francisco  
Delaware Engineering, D.P.C.  
8-12 Dietz St, Suite 303  
Oneonta, NY 13820

Re: Request for Time Extension  
Stevensville Water District Improvements  
DWSRF #18284

Dear Mr. Francisco

At this time I would like to request an extension of time on the Stevensville Water District Improvements project. As you know DN tanks has run into some complications delaying their work 1-2 weeks. The tank will be completed and I believe the project may be deemed substantially complete by the original contract date, however we will still have a few weeks of site work at the tank site to be completed. At this time we are requesting to extend the contract to November 30, 2020 to allow for all of the contract items to be completed.

Please contact me with any questions or concerns.

Thank you,

  
Kristen Osterhoudt  
Project Manager

**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)
<b>Elected Officials</b>								
Town Clerk	Laurie Dutcher	0998	38651410	6	1/1/2020-12/31/2023	N	20.00	
Supervisor	Francis DeMayo	8148	72218225	6	1/1/2020-12/31/2023	N	20.00	
<b>Appointed Officials</b>								
Dog Control Officer	Joanne Gerow	1137	41130410	6	1/1/2020-12/31/2020	N	20.00	
Attorney for Town	Jacob Billig	2128	42888149	6	1/1/2020-12/31/2020	N	3.53	X

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ \_\_\_\_\_ Date enacted: \_\_\_\_\_  
Signature of Clerk

I, Laurie Dutcher, clerk of the governing board of the Town of Liberty, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 19<sup>th</sup> day of October, 2020 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board consists of 5 members and that 4 of such members were present at such meeting and that 4 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto Set my hand and the seal of the Town of Liberty seal