

**TOWN BOARD MEETING**

**PLACE:** SENIOR CITIZEN CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754

**DATE:** FEBRUARY 18, 2026

**TIME:** 6:30 P.M. REGULAR MEETING

FRANK DEMAYO, SUPERVISOR

LAURIE DUTCHER, TOWN CLERK

DEAN FARRAND, COUNCILMEMBER

VINCENT MCPHILLIPS, COUNCILMEMBER

SHERRI KAVLESKI, COUNCILMEMBER

BRUCE DAVIDSON, COUNCILMEMBER

**PLEASE NOTE: ALL ITEMS FOR THE AGENDA MUST BE RECEIVED BY NOON THE WEDNESDAY BEFORE THE MEETING.**

**PLEDGE OF ALLEGIANCE**

**PUBLIC HEARING**

**CORRESPONDENCE**

**INCOMING:**

1. Correspondence from the NYS Unified Court System from the Honorable E. Danielle Jose-Decker regarding the Heating System Inadequacy at the Liberty Town Court.
2. Email confirmation regarding the PERMA Walkthrough on February 17, 2026, at 9:00 a.m. at Town Hall.
3. Email correspondence from Jesse LaVigne regarding corrections to his RCAP Presentation.
4. Copy of Parks & Recreation 1/14/26 board minutes.

**OUTGOING:**

1. Correspondence from Supervisor DeMayo to the Honorable Sean P. Duffy, Secretary of Transportation, a Letter of Support for County Build Grant Application.

**NEW BUSINESS**

1. Motion to approve the following audit:
  - February, 2026 Abstract Claims #139 to #285 totaling \$789,157.91.
  - January, 2026 Post Audit Claims #111 to #138 totaling \$166,780.28.
  - January, 2026 General Ledger Abstract Claims #1 to #34 totaling \$1,746,113.30.

**OUR MISSION STATEMENT**

*We provide effective, transparent and responsible municipal service that promotes the highest standard of life for our community.*

2. Motion approving the following monthly reports:
  - Town Clerk's Report 1/26
  - Tax Collector's Report 1/26
  - Revenue & Expense Summary 1/26
  - Supervisor's Report 1/26
3. Motion accepting the following minutes as submitted by the Town Clerk:
  - Reg. Monthly Mtg. 1/21/26
  - Work Session Mtg. 2/2/26
  - Reg. Monthly Mtg. 2/2/26
4. Motion approving the following road names for 911 addressing for Devany Estates, LLC SBL #'s 46.-1-25.6, 25.12, and 25.8:
  - Devany Estates Drive
  - Blue Leaf Court
5. Motion approving the 2026 Budget Transfers to coincide with OpenGov as submitted by the Finance Director.
6. Motion approving salary increase for the Acting Assessor, per her offer agreement, in the amount of \$583.33 per year.
7. Motion to formalize Interdepartmental Notification of Property Related Events Affecting Assessment.
8. Motion to approve the Capital Reserve Resolution for the Loomis Wastewater Treatment Plant Clarifier Repair in the amount of \$56,610 to be paid from the Loomis Sewer Capital Reserve Fund.
9. Motion to award contract No. TL1-G-26-General Construction for the Loomis WWTP Clarifier Repair Project to Poolbrook Contracting for the low bid price of \$56,610, contingent upon completion of the 30-day public notice period for the use of capital reserve funds.
10. Motion authorizing the Town Supervisor to execute the necessary paperwork (e.g., Notice of Award, Agreement, Notice to Proceed, pay requests, etc.) for contract initiation and completion of the work.
11. Motion to approve Building Department fees as presented.
12. Motion authorizing the Supervisor to execute an agreement with Legion Fireworks Co., Inc. for the July 4<sup>th</sup> fireworks display.
13. Motion to set a bid for a 2009 Mack GU8 Dump Truck on 2/17/26 and authorize the Town Clerk to advertise. (Previously approved per email & phone)
14. Motion to approve bid for the 2009 Mack GU8 Dump Truck to the lowest bidder.

OUR MISSION STATEMENT

*We provide effective, transparent and responsible municipal service that promotes the highest standard of life for our community.*

---

15. Motion to approve Board Member Essential Onboarding Materials.

**DISCUSSION**

Sewer Ordinance -Changes to LL Article V. Subsections 121-11 and 121-13 to conform with State Law.

**OLD BUSINESS**

**UNDER REVIEW**

1. Quotes for tree removal at Town Hall.

**IN PROGRESS**

1. Illegal dumping of garbage.
2. Walnut Mt. Pavilion & Bathroom.
3. Solar Moratorium in the Commercial Industrial Zone.

**PUBLIC PARTICIPATION**

**BOARD DISCUSSION**

**EXECUTIVE SESSION-Personnel**

**ADJOURN**

**OUR MISSION STATEMENT**

*We provide effective, transparent and responsible municipal service that promotes the highest standard of life for our community.*

---



New York State  
Unified Court System

Office of the Administrative Judge • 3rd Judicial District

Hon. James P. Murphy  
Deputy Chief Administrative Judge  
for Courts Outside New York City

Hon. Christina L. Ryba  
Administrative Judge

Amelia Lepore Sessions  
District Executive

Matt Schaefer  
Deputy District Executive

February 9, 2026

Supervisor DeMayo and Town Board  
Town of Liberty  
119 North Main Street  
Liberty, NY 12754

Re: Heating System Inadequacy at Liberty Town Court

Dear Members of the Town Board:

I am writing in my capacity as Supervising Judge of the Town and Village Courts for the 3rd Judicial District to address the heating inadequacy at the Liberty Town Court facility.

As you are aware, the current heating system is insufficient to maintain adequate temperatures when court is in session. While the courtroom with space heaters engaged, may reach 65-70° when unoccupied, temperatures drop significantly when people enter for court proceedings. This creates an uncomfortable and potentially unsuitable environment for litigants, witnesses, attorneys, court staff, and judicial officers.

I appreciate the Town's prompt response in providing space heaters as a temporary measure. Town Justice Troy Johnstone has advised that this interim solution is likely the only practical option at this time, and I concur with that assessment given the current heating season.

However, I write to memorialize several important points:

First, I remind the Town of its statutory obligation under Uniform Justice Court Act §106 to provide suitable and adequate facilities for the administration of justice, including proper heating and climate control that ensures the comfort and safety of all court participants.

Second, while the temporary space heater solution addresses the immediate crisis, it is not a permanent or fully adequate remedy for court operations.

Third, I understand the Town has committed to putting the heating system repair or replacement out to bid with the goal of having a new system operational by the next heating season. I write to formally communicate the expectation that this commitment will be fulfilled, ensuring the court facility meets appropriate standards before cold weather returns.

Access to justice requires not only the presence of a court, but facilities that allow all participants to engage in proceedings with dignity and without physical discomfort that could impair the proper administration of justice. I am confident the Town shares this commitment and will follow through with the necessary permanent repairs.



Please do not hesitate to contact me if you have any questions or if I can provide any assistance as you move forward with this project.

Thank you for your attention to this matter and your continued support of the Liberty Town Court.

Respectfully,

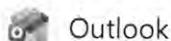


Hon. E. Danielle Jose-Decker

Supervising Judge of the Town and Village Courts

EDJD/edg

cc: Hon. Troy J. Johnstone  
Hon. Brian Shortall



---

**RE: PERMA Walkthrough Confirmation - Please Respond**

---

**From** Mark Barroner <MarkBa@newpig.com>

**Date** Wed 2/11/2026 3:24 PM

**To** Laurie Dutcher, Town Clerk, CMC, RMC <l.dutcher@townofliberty.org>

Thank you!

**From:** Laurie Dutcher, Town Clerk, CMC, RMC <l.dutcher@townofliberty.org>

**Sent:** Wednesday, February 11, 2026 3:21 PM

**To:** Mark Barroner <MarkBa@newpig.com>

**Subject:** Re: PERMA Walkthrough Confirmation - Please Respond

---

February 17<sup>th</sup> at 9:00 a.m. confirmed.

**LAURIE DUTCHER, TOWN CLERK**

Certified Municipal Clerk (CMC)

Registered Municipal Clerk (RMC)

Tax Collector, Town Registrar

Town Marriage Officer,

Records Management Officer,

Health Benefits Administrator

**Confidentiality Notice:** This e-mail message, including attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message and attachments. Do NOT forward it to a third party without the written consent of the sender. The Town of Liberty is a public entity; consequently, this email may be subject to disclosure under the Freedom of Information Law.

---

**From:** Mark Barroner <MarkBa@newpig.com>

**Sent:** Wednesday, February 11, 2026 3:02 PM

**To:** Mark Barroner <MarkBa@newpig.com>

**Subject:** PERMA Walkthrough Confirmation - Please Respond

Hello everyone,

With the winter weather we have been having, I just wanted to confirm our scheduled times are still good for everyone. Please respond back confirming the day/time.

Tuesday, Feb 17

- 9am Laurie
- 11am Ryan B
- 1:30pm Jill

Wednesday, Feb 18

- 8am Jay S
- 9:30am Brittney

If you have any questions please let me know.

Thanks!

**Mark Barroner**

New Pig Corporation

Office: 814-682-1417

[MarkBa@newpig.com](mailto:MarkBa@newpig.com)

**From:** Jesse LaVigne <jlavigne@rcapsolutions.org>  
**Sent:** Thursday, February 5, 2026 12:42 PM  
**To:** supervisordemayo townofliberty.org  
**Cc:** Cheryl Gerow, Director of Finance  
**Subject:** A correction to my presentation

Hi Supervisor DeMayo,

I think it's important that I notify you and the board that I made a mistake in my presentation on Monday. I was incorrect in my assessment of the Town's current database system. I was working from conclusions I believed when I wrote them. However, between writing my presentation and giving it on Monday, I have worked with Cheryl and the database several times. It is a good system for meeting the Town's needs. I should have stopped and corrected myself during the presentation. Please forgive me for misleading the board in this manner. I can only conclude that I let my nerves about the presentation cloud my judgement.

My biggest concern is that I may have undermined Cheryl's credibility with the board. As you and I have discussed previously, she is a crucial asset to the Town of Liberty. It is my hope that the board will continue to recognize her rare talents and appreciate the unique value she brings to the governance of Liberty's finances. I find her superlative among the financial and clerical staff with whom I have worked.

Thank you for your time,

**Jesse LaVigne**  
**Community Specialist**

RCAP Solutions, Inc.  
P.O. Box 174  
Fonda, NY 12068  
Cell: 518-971-1583  
Email: [jlavigne@rcapsolutions.org](mailto:jlavigne@rcapsolutions.org)

**Supporting the power and potential of communities since 1969**

**CONFIDENTIAL:** This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute, or copy this email. Please notify the sender immediately by email if you have received this email by mistake and delete this email from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing, or taking any action in reliance on the contents of this information is strictly prohibited.

***We're Hiring!** Join our team of caring professionals who strive to make a difference in the lives of individuals, families, and their communities!*



**Meeting Minutes**  
**January 14, 2026**

**PRESENT:** Jillian Trinidad, Jena Schwartz, Sam Atkins, Kathy Dworetzky, James Guara

**ABSENT:** Mitch Juron

1. **Call to Order:** Jena Schwartz the meeting to order at 5:02 PM.
2. **Pledge of Allegiance.**
3. **Recognize the Public:** Frank DeMayo, Town Supervisor, Bruce Davidson, Councilman
4. **Reading and Approval of Minutes:** Reading of minutes waived. Jillian Trinidad made a motion to approve This was seconded by Sam Atkins.
5. **Department Reports:**
  - A) **Director's Report** –Getting ready for spring activities. We will resume pickle ball and the walking program mid-February. We are also trying to hold adult indoor gym as well. We have found a volunteer to run the pickleball program. Kathy and James have been looking into available grants. Bruce mentioned a grant advertised by Senator Oberacker's office' Kathy will look into. James will meet with our liaison to finalize our capital improvement plan. We are starting to get more kids signed up for our youth basketball program. We can't use the big gym at this time due to scheduling conflicts with the school. Jillian has offered to help with rosters for our games. Our games with Tri-Valley Bearcubs will begin mid February. We have started accepting applications for summer employment.
  - B) **Park Supervisor's Report** – We are keeping up with snow removal. All machines have been serviced and are ready for the spring/summer season. A discussion was held regarding job duties Mitch now oversees so he can start the hiring process for seasonal employees. Mitch has repaired a dozen picnic tables, made improvements on the overlook, mountain House and cemeteries. Going forward Mitch will be working on the changing rooms at the pool, fencing around the basketball court. A discussion was held regarding the repair of the barbecue pit at Hanofee Park as it is in poor shape. Nyseg will help pole dig atb Walnut Mountain for the interpretive trail. The Town Board is looking into a pavilion and bathrooms at the Lake Street entrance at Walnut Mountain Park.
  - C) **Revenue Report:** Looks Good. Over predicted budget

6. **Old Business:**
  - A) **Tree Lighting**
  - B) **Football Donation** – Received from Ensemble Health with great appreciation
7. **New Business:**
  - A) **Review By-Laws** – tabled until next meeting
  - B) **Review Accomplishments** – James will send out
  - C) **Goals for New Year** – James will work with Bruce on this
  - D) **Review capital improvement plan**
  - E) **Review Fee Schedule**
  - F) **Committee Assignments** – Youth Seniors, Adults and Events – will revisit once additional board members are on board.
  - G) **Election of Officers** – Jillian Trinidad was nominated as chairperson by Jena Schwartz, this was seconded by Sam Atkins, Jena Schwartz was nominated as vice-chairperson by Sam Atkins. This was seconded by Jillian Trinidad. Sam Atkins was nominated as secretary by Jena Schwartz, this was seconded by Jillian Trinidad.
  - H) **Board Seat Vacancies** – Jillian will create a flyer and have James advertise on social media.
8. **Announcements:** Our next meeting will be Wednesday, February 4, 2026 at 5:00 p.m. in the senior center ...
9. **Adjournment** – Jena Schwartz made a motion to adjourn the meeting at 6.08 p.m. This was seconded by Sam Atkins. Meeting adjourned.





# TOWN OF LIBERTY

N E W Y O R K

*A Great Place to Work, Live and Play*

**Office of the Supervisor**  
Town of Liberty Government Center  
120 North Main Street Liberty, New York 12754

January 29, 2026

The Honorable Sean P. Duffy  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue SE  
Washington, D.C. 20590

RE: Letter of Support for County of Sullivan FY2026 BUILD Grant Application

Dear Mr. Secretary:

On behalf of The Town of Liberty, this letter is to demonstrate strong support for the County of Sullivan's FY2026 BUILD grant application for the Sullivan O&W Rail Trail project. This project is a critical infrastructure investment needed to advance economic opportunity, connectivity, and quality of life across the County of Sullivan.

The Sullivan O&W Rail Trail passes through two of the County's three designated Qualified Opportunity Zones, where targeted federal investment is essential to stimulate economic growth and improve health outcomes to these areas. As a host Town, completion of this project is essential to further promote tourism, employment centers, and regional trail networks while delivering benefits that extend well beyond the corridor to the County as a whole.

The ability to complete the scope of work as defined in the County's BUILD application, in particular the feasibility study to determine a preferred route to replace the long missing Liberty trestle, will strengthen the Sullivan Avenue Retail Corridor, the Liberty Village downtown and all Sullivan County Downtowns, support local businesses, improve safety, and improve overall health outcomes across the County — having one of the poorest health rankings throughout New York State.

## **Our Mission Statement**


*We provide effective, transparent and responsible  
municipal service that promotes the highest standard of life for our community.*

The County of Sullivan has demonstrated strong readiness, commitment, and perseverance to completing build out of the Sullivan O&W Rail Trail. Since completing a feasibility study in 2020, the County has secured a combination of private, local, state, and federal funding to advance build-out initiatives. However, additional funding through the BUILD program is essential for the rail trail to have a substantially positive impact on the County's health outcomes as well as improved trail safety, increased tourism, and economic growth.

As highlighted in the County Manager's FY2026 Budget Transmittal, the County faces significant fiscal constraints and relies on strategic capital investments to support economic growth and opportunity. The project as demonstrated within the County of Sullivan's BUILD application directly addresses this need, and the benefits will certainly far exceed the costs of this project.

For these reasons, The Town of Liberty strongly encourages the U.S. Department of Transportation to fund the County of Sullivan's FY2026 BUILD application.

Sincerely,



Frank DeMayo  
Town of Liberty, New York  
Supervisor

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
139	521	S.C. ASSESSOR'S ASSOC.						
GENERAL FUND - TOWNWIDE		CONTRACTUAL		A 1355 4		70.00		70.00
140	4417	CLEARFLY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1110 411		127.40	67152	
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1220 411		32.20		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1310 411		31.85		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1330 411		16.10		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1355 411		31.85		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1410 411		31.85		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1620 411		619.56		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1680 411		16.10		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 5132 411		100.08		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 6772 411		24.73		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 7020 411		76.76		
TOWN - OUTSIDE VILLAGE		CONTRACTUAL--TELEPHONE		B 3620 411		47.95		
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--TELEPHONE		MO 8110 411		37.23		1,193.66
141	5403	CHARTER COMMUNICATIONS						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--INTERNET		A 1620 417		110.00	67153	110.00
142	3038	CONSTELLATION ENERGY SVC OF NY						
S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--ELECTRIC		S2 8110 412		1,860.62	67151	
FERNDAL WATER DISTRICT		CONTRACTUAL--ELECTRIC		W2 8310 412		415.43		
STEVENSVILLE WATER DISTRICT		CONTRACTUAL--ELECTRIC		W3 8310 412		1,346.30		3,622.35
143	3038	CONSTELLATION ENERGY SVC OF NY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--ELECTRIC		A 1620 412		259.51	67151	259.51
144	110	NYSE&G						
FERNDAL WATER DISTRICT		CONTRACTUAL--ELECTRIC		W2 8310 412		22.89	67148	22.89
145	110	NYSE&G						
S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--ELECTRIC		S2 8110 412		52.45	67148	
INFIRMARY ROAD SEWER DISTRICT		CONTRACTUAL--ELECTRIC		S7 8110 412		50.24		102.69
146	110	NYSE&G						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--ELECTRIC		A 7110 412		76.23	67148	
GENERAL FUND - TOWNWIDE		CONTRACTUAL--ELECTRIC		A 7110 412		25.90		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--ELECTRIC		A 7111 412		73.54		175.67
147	130	VERIZON						
FERNDAL WATER DISTRICT		CONTRACTUAL--TELEPHONE		W2 8310 411		147.37	67149	147.37
148	7023	DELTA DENTAL OF NEW YORK						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		234.00	26020600	234.00
149	575	ADVANCED AUTO PARTS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5130 48		183.10		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		466.39		649.49
150	2225	SULLIVAN COUNTY LABS						
S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--LAB TESTING		S2 8110 477		71.00		71.00
151	5235	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 1620 48		15.69		15.69

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
152	842	ASCAP						
GENERAL FUND - TOWNWIDE		Contractual		A 1920 4		445.00		445.00
153	8119	ATLAS SECURITY SERVICES, INC						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SECURITY		A 1110 431		566.76		566.76
154	3126	BROOMS AWAY CLEANING	17333					
GENERAL FUND - TOWNWIDE		CONTRACTUAL--JANITORIAL		A 5132 475		1,300.00		1,300.00
155	850	SULLIVAN MATERIALS	17346					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5142 48		2,686.85		2,686.85
156	1740	CAMPBELL FREIGHTLINER						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		190.65		190.65
157	100	CARGILL INCORPORATED	17340					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SALT		DA 5142 462		41,865.57		41,865.57
158	20	CATSKILL-DELAWARE PUB.						
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		357.52		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--HALLOWEEN/FALL FE		A 7550 482		79.14		436.66
159	2993	CREDIT BUREAU OF MONTICELLO, INC.						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUBSCRIPTIONS		A 1220 422		9.64		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUBSCRIPTIONS		A 1310 422		9.64		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUBSCRIPTIONS		A 1355 422		9.64		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUBSCRIPTIONS		A 1410 422		9.64		
TOWN - OUTSIDE VILLAGE		CONTRACTUAL--SUBSCRIPTIONS		B 3620 422		9.64		
TOWN - OUTSIDE VILLAGE		CONTRACTUAL--SUBSCRIPTIONS		B 8020 422		9.65		
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--SUBSCRIPTIONS		MO 8110 422		9.65		67.50
160	7206	DAVIS VISION INC						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		277.95		277.95
161	7032	DELAWARE ENGINEERING, D.P.C.						
GENERAL FUND - TOWNWIDE		County Grant		A 1987 42		12,487.50		12,487.50
162	7023	DELTA DENTAL OF NEW YORK						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		436.24		436.24
163	5298	EDWARD PORTER						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--MAJOR REPAIRS		A 1620 478		1,330.00		1,330.00
164	1972	DOWSER WATER						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--WATER/SEWER CHARG		A 1620 419		25.93		25.93
165	6028	ENDICOTT COMM INC						
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--TELEPHONE		MO 8110 411		555.91		555.91
166	5095	HOME DEPOT						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 1620 48		218.00		218.00
167	2804	JACKTOWN PEST MANAGMENT						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--PEST CONTROL		A 1620 473		105.00		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--PEST CONTROL		A 5132 473		50.00		155.00

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
168	1474	KIMBALL-MIDWEST	17347					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES	DA 5130 48			836.57		836.57
169	1609	KENNETH KLEIN						
GENERAL FUND - TOWNWIDE		Contractual	A 1420 4			5,500.00		5,500.00
170	730	LIBERTY PRESS						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OFFICE SUPPLIES	A 1310 48			139.00		139.00
171	730	LIBERTY PRESS						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OFFICE SUPPLIES	A 1110 48			144.00		144.00
172	8196	DANA MCCARTHY						
GENERAL FUND - TOWNWIDE		Contractual	A 7310 4			20.00		20.00
173	7184	NORTH EAST PARTS GROUP, LLC						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES	A 7110 48			61.30		61.30
174	608	NEW YORK PLANNING FEDERATION						
GENERAL FUND - TOWNWIDE		Contractual	A 1920 4			325.00		325.00
175	135	NYS ASSOC OF TOWN SUPERINTENDENTS	17342					
GENERAL FUND - TOWNWIDE		CONTRACTUAL--DUES	A 5010 421			250.00		250.00
176	3013	PARTNERS IN SAFETY, INC.	17343					
GENERAL FUND - TOWNWIDE		Emp. Benefit	A 9050 8			1,683.00		1,683.00
177	3013	PARTNERS IN SAFETY, INC.						
GENERAL FUND - TOWNWIDE		Emp. Benefit	A 9050 8			15.00		15.00
178	3013	PARTNERS IN SAFETY, INC.						
GENERAL FUND - TOWNWIDE		Emp. Benefit	A 9050 8			53.00		53.00
179	387	PETTY CASH						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES	A 7110 48			7.50		7.50
180	4221	PITNEY BOWES BANK RESERVE ACCOUNT						
GENERAL FUND - TOWNWIDE		Contractual	A 1670 4			2,500.00		2,500.00
181	1969	PRESTIGE TOWING & RECOVERY	17348					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--TOWING	DA 5130 482			1,765.00		1,765.00
182	8010	QUILL CORPORATION	17339					
GENERAL FUND - TOWNWIDE		CONTRACTUAL	A 5132 48			221.94		221.94
183	8010	QUILL CORPORATION						
GENERAL FUND - TOWNWIDE		CONTRACTUAL	A 5132 48			184.77		184.77
184	8024	QUILL						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES	A 1355 48			28.28		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES	A 7020 48			68.47		96.75
185	3307	RESNICK ENERGY						
S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--OIL	S2 8110 415			1,033.34		1,033.34



VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
186	3307	RESNICK ENERGY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OIL		A 1620 415		385.68		385.68
187	3307	RESNICK ENERGY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OIL		A 1620 415		1,537.25		1,537.25
188	3307	RESNICK ENERGY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OIL		A 5132 415		2,518.01		2,518.01
189	1065	RTS TRUCK CENTER	17345					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		214.50		214.50
190	160	SCHMIDTS WHOLESALE, INC.	17283					
LOOMIS WATER DISTRICT		CONTRACTUAL--SUPPLIES		W1 8310 48		295.57		295.57
191	160	SCHMIDTS WHOLESALE, INC.	17286					
LOOMIS WATER DISTRICT		CONTRACTUAL--SUPPLIES		W1 8310 48		578.12		578.12
192	8086	STANDARD LIFE INSURANCE COMP OF NY						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		352.09		
TOWN - OUTSIDE VILLAGE		Empl. Benefit		B 9060 8		40.01		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefit		DA 9060 8		152.04		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits		DB 9060 8		120.03		
WATER AND SEWER OPERATIONAL FUND		Emp. Benefits		MO 9060 8		136.03		800.20
193	1251	STAPLES ADVANTAGE						
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--SUPPLIES		MO 8110 48		39.99		39.99
194	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OFFICE SUPPLIES		A 1110 48		29.16		29.16
195	420	TRADING POST - LIBERTY	17224					
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SNOW REMOVAL		A 1620 479		359.90		359.90
196	420	TRADING POST - LIBERTY						
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--SUPPLIES		MO 8110 48		30.97		
LOOMIS SEWER DISTRICT		CONTRACTUAL--SUPPLIES		S1 8110 48		10.76		
S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--MAJOR REPAIRS		S2 8110 478		33.37		75.10
197	420	TRADING POST - LIBERTY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5130 48		195.97		195.97
198	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 1620 48		167.76		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 7110 48		38.56		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 7140 48		4.49		210.81
199	4032	VILLAGE OF LIBERTY WATERWORKS						
YOUNGSHILL SEWER DISTRICT		CONTRACTUAL--WATER/SEWER CHARGS4		8110 419		6,027.36		6,027.36
200	220	WILLIAMSON LAW BOOK CO						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 1410 48		91.52		91.52
201	554	TOWN OF LIBERTY/ RESERVE FUND						
LOOMIS SEWER DISTRICT		Equipment		S1 9901 9200		3,000.00		



VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
S. L. / BRISCOE CONSOLIDATED SEWER		Equipment		S2 9901 9200		18,000.00		
YOUNGSHILL SEWER DISTRICT		Equipment		S4 9901 9200		500.00		
INFIRMARY ROAD SEWER DISTRICT		Per. Ser.		S7 9901 9100		2,500.00		
LOOMIS WATER DISTRICT		Equipment		W1 9901 9200		1,500.00		
FERNDAL E WATER DISTRICT		Equipment		W2 9901 9200		9,500.00		
STEVENSVILLE WATER DISTRICT		Equipment		W3 9901 9200		11,000.00		
W.S.S. WATER DISTRICT		Equipment		W4 9901 9200		2,500.00		
INDIAN LAKE WATER DISTRICT		Equipment		W5 9901 9200		500.00		
COLD SPRING ROAD WATER DISTRICT		Equipment		W6 9901 9200		500.00		
ROUTE 55 WATER DISTRICT		Equipment		W7 9901 9200		500.00		50,000.00
202 758 TOWN OF LIBERTY								
GENERAL FUND - TOWNWIDE		Hanofee Park		A 9950 9100		11,000.00		
GENERAL FUND - TOWNWIDE		Town Hall Restoration		A 9950 9300		10,000.00		
GENERAL FUND - TOWNWIDE		Interfund transfers		A 9950 9400		50,000.00		
GENERAL FUND - TOWNWIDE		Transfer to capital		A 9952 9500		3,000.00		
GENERAL FUND - TOWNWIDE		D.P. Equipment		A 9953 9		6,000.00		
LOOMIS SEWER DISTRICT		Transfer to Capital Funds		S1 9950 9		13,000.00		
S. L. / BRISCOE CONSOLIDATED SEWER		Inter Fund Tran.		S2 9950 9		5,000.00		
INFIRMARY ROAD SEWER DISTRICT		Transfer to Capital Fund		S7 9950 9		15,000.00		
LOOMIS WATER DISTRICT		Equipment		W1 9950 9		12,000.00		
W.S.S. WATER DISTRICT		Equipment		W4 9950 9		6,000.00		
ROUTE 55 WATER DISTRICT		Transfer to Capital Reserve		W7 9950 9		15,000.00		146,000.00
203 795 TOWN OF LIBERTY								
GENERAL FUND - TOWNWIDE		INTERFUND TRANSFER FOR SICK RE	A 9901 8			2,000.00		
TOWN - OUTSIDE VILLAGE		INTERFUND TRANSFER TO SICK RES	B 9901 8			5,000.00		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		INTERFUND TRANSFER TO SICK TIMDA	9901 8			1,000.00		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		INTERFUND TRANSFER TO SICK TIMDB	9901 8			1,000.00		
WATER AND SEWER OPERATIONAL FUND		INTERFUND TRANSFER TO SICK TIMMO	9901 8			5,000.00		14,000.00
204 7508 TOWN OF LIBERTY								
LOOMIS SEWER DISTRICT		Administration		S1 9901 9600		2,547.00		
S. L. / BRISCOE CONSOLIDATED SEWER		Administration		S2 9901 9600		15,281.00		
YOUNGSHILL SEWER DISTRICT		Administration		S4 9901 9600		424.00		
INFIRMARY ROAD SEWER DISTRICT		Administration		S7 9901 9600		2,122.00		
LOOMIS WATER DISTRICT		Administration		W1 9901 9600		1,273.00		
FERNDAL E WATER DISTRICT		Administration		W2 9901 9600		8,065.00		
STEVENSVILLE WATER DISTRICT		Administration		W3 9901 9600		9,338.00		
W.S.S. WATER DISTRICT		Administration		W4 9901 9600		2,122.00		
INDIAN LAKE WATER DISTRICT		Administration		W5 9901 9600		424.00		
COLD SPRING ROAD WATER DISTRICT		Administration		W6 9901 9600		424.00		
ROUTE 55 WATER DISTRICT		Administration		W7 9901 9600		424.00		42,444.00
205 9062 ACCESS PLUS								
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1110 411		78.00		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--TELEPHONE		A 1620 411		302.22		
GENERAL FUND - TOWNWIDE		UTILITIES--TELEPHONE		A 7110 411		78.00		
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--TELEPHONE		MO 8110 411		78.00		536.22
206 575 ADVANCED AUTO PARTS		17355						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		201.97		201.97
207 575 ADVANCED AUTO PARTS								
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5130 48		20.61		

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS	DA 5130 481	470.64		491.25
208	575	ADVANCED AUTO PARTS		CONTRACTUAL--VEHICLE MAINTENAN	MO 8110 471	90.57		90.57
		WATER AND SEWER OPERATIONAL FUND						
209	575	ADVANCED AUTO PARTS		CONTRACTUAL--VEHICLE MAINTENAN	A 7110 471	21.09		21.09
		GENERAL FUND - TOWNWIDE						
210	2225	SULLIVAN COUNTY LABS	17296	CONTRACTUAL--WATER SAMPLES	MO 8110 477	287.00		287.00
		WATER AND SEWER OPERATIONAL FUND						
211	1646	AMERICAN EXPRESS		CONTRACTUAL--SOFTWARE	A 1220 425	259.07		259.07
		GENERAL FUND - TOWNWIDE						
212	5235	AMERICAN EXPRESS		CONTRACTUAL--OFFICE SUPPLIES	A 1310 48	56.99		56.99
		GENERAL FUND - TOWNWIDE						
213	5235	AMERICAN EXPRESS		CONTRACTUAL--SUPPLIES	A 7110 48	163.32		163.32
		GENERAL FUND - TOWNWIDE						
214	5235	AMERICAN EXPRESS		Contractual	A 1010 4	16.99		
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--SOFTWARE	A 1220 425	24.83		
		GENERAL FUND - TOWNWIDE		Contractual	A 1480 4	58.90		
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES	A 1620 48	67.64		168.36
215	5235	AMERICAN EXPRESS		CONTRACTUAL--SUBSCRIPTIONS	A 1410 422	74.79		
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES	A 1410 48	18.39		93.18
		GENERAL FUND - TOWNWIDE						
216	5235	AMERICAN EXPRESS	17349	Equipment	DA 5130 2	757.52		
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Equipment	DA 5130 2	269.01		
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES	DA 5130 48	226.80		1,253.33
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4						
217	5070	AMTHOR'S	17344	CONTRACTUAL--PARTS	DA 5130 481	1,623.22		1,623.22
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4						
218	2048	APPLIED LOGIC CORP.		CONTRACTUAL--APPLIED LOGIC	A 1680 422	3,044.70		3,044.70
		GENERAL FUND - TOWNWIDE						
219	8119	ATLAS SECURITY SERVICES, INC		CONTRACTUAL--SECURITY	A 1110 431	1,133.52		1,133.52
		GENERAL FUND - TOWNWIDE						
220	368	BADGER METER INC		CONTRACTUAL--SOFTWARE	S4 8110 425	43.38		
		YOUNGSHILL SEWER DISTRICT		CONTRACTUAL--SOFTWARE	W4 8310 425	43.38		86.76
		W.S.S. WATER DISTRICT						
221	1912	BILLIG, LOUGHLIN & SILVER, LLP		Contractual	B 1420 4	2,024.88		2,024.88
		TOWN - OUTSIDE VILLAGE						
222	100	CARGILL INCORPORATED	17351	CONTRACTUAL--SALT	DA 5142 462	41,094.72		41,094.72
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4						
223	5235	AMERICAN EXPRESS		CONTRACTUAL	A 5132 48	68.00		
		GENERAL FUND - TOWNWIDE						

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES	DA 5130 48	77.81		145.81
224	7231	CASELLA						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--GARBAGE REMOVAL	A 7110 472	100.00		100.00
225	20	CATSKILL-DELAWARE PUB.						
		GENERAL FUND - TOWNWIDE		LEGAL NOTICES	A 1670 41	630.61		630.61
226	5406	CHARTER COMMUNICATIONS						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--INTERNET	A 5132 417	140.00		140.00
227	4117	CN WOOD CO, INC	17353					
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS	DA 5130 481	716.20		716.20
228	825	COOK BROTHERS TRUCK PARTS	CO INC 17352					
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS	DA 5130 481	487.17		487.17
229	860	COUNTY PETROLEUM PRODUCTS						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS	DA 5130 481	139.00		139.00
230	7032	DELAWARE ENGINEERING, D.P.C.						
		GENERAL FUND - TOWNWIDE		County Grant	A 1987 42	76,875.75		76,875.75
231	7032	DELAWARE ENGINEERING, D.P.C.						
		S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--MAJOR REPAIRS	S2 8110 478	4,030.00		4,030.00
232	5298	EDWARD PORTER						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--MAJOR REPAIRS	A 1620 478	3,859.00		3,859.00
233	1972	DOWSER WATER						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--WATER/SEWER CHARG	A 1620 419	16.89		16.89
234	7042	FUSCO ENGINEERING & LAND SURVEYING						
		TOWN - OUTSIDE VILLAGE		CONTRACT	B 3620 491	12,083.33		12,083.33
235	517	HOME DEPOT CREDIT SERVICES	17359					
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES	DA 5142 48	239.90		239.90
236	8062	IMS						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--JANITORIAL	A 1620 475	3,626.55		
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--JANITORIAL	A 5132 475	282.59		3,909.14
237	2700	JACOB BILLIG, ESQ						
		TOWN - OUTSIDE VILLAGE		Contractual	B 1420 4	3,125.00		3,125.00
238	972	JOHN BONHAM ROAD EQ & SUPPLIES, INC	17358					
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES	DA 5142 48	541.25		541.25
239	2315	MITCHELL JURON						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES	A 7110 48	47.32		47.32
240	421	LANGUAGE LINE SERVICES						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--TRANSLATION SERVI	A 1110 49	87.00		87.00
241	1873	LOOMIS WATER DISTRICT						
		GENERAL FUND - TOWNWIDE		CONTRACTUAL--WATER/SEWER CHARG	A 5132 419	234.00		234.00

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
242	1499	MIRABITO ENERGY PRODUCTS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--GAS		DA 5142 441		627.85		627.85
243	1499	MIRABITO ENERGY PRODUCTS						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--GAS		A 7110 441		264.51		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--GAS		DA 5142 441		1,565.08		
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--GAS		MO 8110 441		959.40		2,788.99
244	114	NEW YORK RURAL WATER ASSOCIATION	17295					
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--MEMBERSHIP DUES		MO 8110 421		499.00		499.00
245	232	STATE OF NY DEPT. OF CIVIL SERVICE						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		51,775.20		
TOWN - OUTSIDE VILLAGE		Empl. Benefit		B 9060 8		5,883.55		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefit		DA 9060 8		22,357.47		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits		DB 9060 8		17,650.64		
WATER AND SEWER OPERATIONAL FUND		Emp. Benefits		MO 9060 8		20,004.05		117,670.91
246	7184	NORTH EAST PARTS GROUP, LLC	17360					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5130 48		757.90		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		504.55		1,262.45
247	7184	NORTH EAST PARTS GROUP, LLC						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		423.69		423.69
248	7184	NORTH EAST PARTS GROUP, LLC						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5130 48		761.31		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		548.63		1,309.94
249	110	NYSE&G						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--ELECTRIC		A 5182 412		1,266.64		
FERNDAL LIGHT DISTRICT		CONTRACTUAL--ELECTRIC		L1 5182 412		446.66		
SWAN LAKE LIGHT DISTRICT		CONTRACTUAL--ELECTRIC		L2 5182 412		1,275.46		
W.S.S. LIGHT DISTRICT		CONTRACTUAL--ELECTRIC		L3 5182 412		522.23		
PARKSVILLE LIGHT DISTRICT		CONTRACTUAL--ELECTRIC		L4 5182 412		418.51		
LOCH SHELDRAKE ROAD LIGHT DISTRICT		CONTRACTUAL--ELECTRIC		L5 5182 412		431.18		4,360.68
250	110	NYSE&G						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--ELECTRIC		A 7150 412		50.12		50.12
251	110	NYSE&G						
INFIRMARY ROAD SEWER DISTRICT		CONTRACTUAL--ELECTRIC		S7 8110 412		322.36		322.36
252	1767	THOMSON RETUERS--WEST						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--MEMBERSHIP DUES		A 1110 421		215.00		215.00
253	1767	THOMSON RETUERS--WEST						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--MEMBERSHIP DUES		A 1110 421		215.00		215.00
254	3011	PAESANOS PIZZA						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 7020 48		28.00		28.00
255	387	PETTY CASH						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 7140 48		17.50		17.50



VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
273	1525	SNAP ON TOOLS	17356					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES	DA 5130 48			446.00		446.00
274	1251	STAPLES ADVANTAGE						
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--SUPPLIES	MO 8110 48			79.88		79.88
275	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OFFICE SUPPLIES	A 1110 48			160.88		160.88
276	1757	TAM ENTERPRISES	17293					
S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--MAJOR REPAIRS	S2 8110 478			1,320.00		1,320.00
277	461	TOWN OF LIBERTY						
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--POSTAGE	MO 8110 481			138.38		138.38
278	420	TRADING POST - LIBERTY	17297					
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--SUPPLIES	MO 8110 48			16.99		
FERNDAL WATER DISTRICT		CONTRACTUAL--SUPPLIES	W2 8310 48			392.99		409.98
279	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL	A 5132 48			60.90		60.90
280	1003	TRACTOR SUPPLY BUSINESS ACCT.						
GENERAL FUND - TOWNWIDE		CONTRACTUAL	A 7020 49			49.98		49.98
281	8123	HD SUPPLY, INC						
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--SUPPLIES	MO 8110 48			193.68		193.68
282	1902	WEX BANK						
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--GAS	MO 8110 441			72.85		72.85
283	1937	WEX BANK						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--GAS	A 7110 441			24.07		24.07
284	1227	FIRST NATL. BANK OF JEFFERSONVILLE						
GENERAL FUND - TOWNWIDE		Emp. Benefit	A 9030 8			3,235.25	26021101	
TOWN - OUTSIDE VILLAGE		Emp. Benefit	B 9030 8			351.52		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefits	DA 9030 8			407.81		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefits	DA 9030 8			2,820.95		
WATER AND SEWER OPERATIONAL FUND		Emp. Benefits	MO 9030 8			1,575.51		8,391.04
285	380	PAYROLL ACCOUNT						
GENERAL FUND - TOWNWIDE		Pers. Ser.	A 1010 1			1,455.92		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 1110 1			9,822.20		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 1220 1			5,314.29		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 1310 1			3,807.60		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 1355 1			4,558.97		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 1410 1			4,810.96		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 3510 1			1,815.87		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 5010 1			5,100.73		
GENERAL FUND - TOWNWIDE		Per. Services	A 5132 1			4,382.57		
GENERAL FUND - TOWNWIDE		Per. Ser.	A 7110 1			2,317.00		
GENERAL FUND - TOWNWIDE		Per. Services	A 7140 1			33.00		
TOWN - OUTSIDE VILLAGE		Per. Ser.	B 3620 1			4,199.47		
TOWN - OUTSIDE VILLAGE		Per. Ser.	B 8020 1			425.00		

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
256	1730	PITNEY BOWES BANK INC PURCHASE PWR						
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		578.43		578.43
257	1734	PITNEY BOWES BANK INC PURCHASE PWR						
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		1,000.00		1,000.00
258	4107	PN FIRE & BURGLAR ALARM CO., INC..						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SECURITY SERVICE		A 1620 432		225.00		225.00
259	1969	PRESTIGE TOWING & RECOVERY	17357					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5142 48		425.00		425.00
260	1969	PRESTIGE TOWING & RECOVERY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		260.00		260.00
261	4316	POLSINELLO LUBRICANTS	17350					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--SUPPLIES		DA 5130 48		2,032.33		2,032.33
262	8010	QUILL CORPORATION						
GENERAL FUND - TOWNWIDE		CONTRACTUAL		A 5132 48		97.97		97.97
263	8024	QUILL						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 1355 48		48.58		
GENERAL FUND - TOWNWIDE		CONTRACTUAL--SUPPLIES		A 7020 48		59.38		107.96
264	3307	RESNICK ENERGY						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--OIL		A 5132 415		2,974.30		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--DIESEL		DA 5142 443		3,188.52		6,162.82
265	3307	RESNICK ENERGY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--DIESEL		DA 5142 443		8,710.98		
WATER AND SEWER OPERATIONAL FUND		CONTRACTUAL--DIESEL		MO 8110 443		121.85		8,832.83
266	3152	RIEBER CARTING LLC	17354					
GENERAL FUND - TOWNWIDE		CONTRACTUAL--GARBAGE REMOVAL		A 5132 472		403.85		403.85
267	3152	RIEBER CARTING LLC						
S. L. / BRISCOE CONSOLIDATED SEWER		CONTRACTUAL--GARBAGE REMOVAL		S2 8110 472		323.08		323.08
268	6004	SAF-GARD						
GENERAL FUND - TOWNWIDE		CONTRACTUAL--UNIFORM ALLOWANCE		A 7110 489		144.00		144.00
269	160	SCHMIDTS WHOLESALE, INC.	17294					
FERNDAL WATER DISTRICT		CONTRACTUAL--MAJOR REPAIRS		W2 8310 478		1,451.91		1,451.91
270	160	SCHMIDTS WHOLESALE, INC.						
FERNDAL WATER DISTRICT		CONTRACTUAL--SUPPLIES		W2 8310 48		44.64		44.64
271	2782	SKINNERS SERVICE CENTER	17341					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		CONTRACTUAL--PARTS		DA 5130 481		940.72		940.72
272	2200	SLACK CHEMICAL COMPANY INC	17278					
STEVENSVILLE WATER DISTRICT		CONTRACTUAL--CAUSTIC SODA		W3 8310 464		1,245.25		
STEVENSVILLE WATER DISTRICT		CONTRACTUAL--CAUSTIC SODA		W3 8311 464		1,371.25		2,616.50



VOUCHER ABSTRACT  
MUNICIPALITY: TOWN OF LIBERTY

[illegible]

	ACCOUNT	ENC	AMOUNT
<b>GENERAL FUND - TOWNWIDE</b>			
Pers. Ser.	A 1010 1		1,455.92
Contractual	A 1010 4		16.99
Per. Ser.	A 1110 1		9,822.20
CONTRACTUAL--TELEPHONE	A 1110 411		205.40
CONTRACTUAL--MEMBERSHIP DUES	A 1110 421		430.00
CONTRACTUAL--SECURITY	A 1110 431		1,700.28
CONTRACTUAL--OFFICE SUPPLIES	A 1110 48		334.04
CONTRACTUAL--TRANSLATION SERVI	A 1110 49		87.00
Per. Ser.	A 1220 1		5,314.29
CONTRACTUAL--TELEPHONE	A 1220 411		32.20
CONTRACTUAL--SUBSCRIPTIONS	A 1220 422		9.64
CONTRACTUAL--SOFTWARE	A 1220 425		283.90
Per. Ser.	A 1310 1		3,807.60
CONTRACTUAL--TELEPHONE	A 1310 411		31.85
CONTRACTUAL--SUBSCRIPTIONS	A 1310 422		9.64
CONTRACTUAL--OFFICE SUPPLIES	A 1310 48		195.99
CONTRACTUAL--TELEPHONE	A 1330 411		16.10
Per. Ser.	A 1355 1		4,558.97
CONTRACTUAL	A 1355 4		70.00
CONTRACTUAL--TELEPHONE	A 1355 411		31.85
CONTRACTUAL--SUBSCRIPTIONS	A 1355 422		9.64
CONTRACTUAL--SUPPLIES	A 1355 48		76.86
Per. Ser.	A 1410 1		4,810.96
CONTRACTUAL--TELPEHONE	A 1410 411		31.85
CONTRACTUAL--SUBSCRIPTIONS	A 1410 422		84.43
CONTRACTUAL--SUPPLIES	A 1410 48		109.91
Contractual	A 1420 4		5,500.00
Contractual	A 1480 4		58.90
CONTRACTUAL--TELEPHONE	A 1620 411		921.78
CONTRACTUAL--ELECTRIC	A 1620 412		259.51
CONTRACTUAL--OIL	A 1620 415		1,922.93
CONTRACTUAL--INTERNET	A 1620 417		110.00
CONTRACTUAL--WATER/SEWER CHARG	A 1620 419		42.82
CONTRACTUAL--SECURITY SERVICE	A 1620 432		225.00
CONTRACTUAL--PEST CONTROL	A 1620 473		105.00
CONTRACTUAL--JANITORIAL	A 1620 475		3,626.55
CONTRACTUAL--MAJOR REPAIRS	A 1620 478		5,189.00
CONTRACTUAL--SNOW REMOVAL	A 1620 479		359.90
CONTRACTUAL--SUPPLIES	A 1620 48		469.09
Contractual	A 1670 4		4,435.95
LEGAL NOTICES	A 1670 41		630.61
CONTRACTUAL--TELPEHONE	A 1680 411		16.10
CONTRACTUAL--APPLIED LOGIC	A 1680 422		3,044.70
Contractual	A 1920 4		770.00
County Grant	A 1987 42		89,363.25
Per. Ser.	A 3510 1		1,815.87
Per. Ser.	A 5010 1		5,100.73
CONTRACTUAL--DUES	A 5010 421		250.00
Per. Services	A 5132 1		4,382.57
CONTRACTUAL--TELEPHONE	A 5132 411		100.08
CONTRACTUAL--OIL	A 5132 415		5,492.31
CONTRACTUAL--INTERNET	A 5132 417		140.00
CONTRACTUAL--WATER/SEWER CHARG	A 5132 419		234.00
CONTRACTUAL--GARBAGE REMOVAL	A 5132 472		403.85
CONTRACTUAL--PEST CONTROL	A 5132 473		50.00

	ACCOUNT	ENC	AMOUNT	
<b>GENERAL FUND - TOWNWIDE</b>				
CONTRACTUAL--JANITORIAL	A 5132	475	1,582.59	
CONTRACTUAL	A 5132	48	633.58	
CONTRACTUAL--ELECTRIC	A 5182	412	1,266.64	
CONTRACTUAL--TELEPHONE	A 6772	411	24.73	
CONTRACTUAL--TELEPHONE	A 7020	411	76.76	
CONTRACTUAL--SUPPLIES	A 7020	48	155.85	
CONTRACTUAL	A 7020	49	49.98	
Per. Ser.	A 7110	1	2,317.00	
UTILITIES--TELEPHONE	A 7110	411	78.00	
CONTRACTUAL--ELECTRIC	A 7110	412	102.13	
CONTRACTUAL--GAS	A 7110	441	288.58	
CONTRACTUAL--VEHICLE MAINTENAN	A 7110	471	21.09	
CONTRACTUAL--GARBAGE REMOVAL	A 7110	472	100.00	
CONTRACTUAL--SUPPLIES	A 7110	48	318.00	
CONTRACTUAL--UNIFORM ALLOWANCE	A 7110	489	144.00	
CONTRACTUAL--ELECTRIC	A 7111	412	73.54	
Per. Services	A 7140	1	33.00	
CONTRACTUAL--SUPPLIES	A 7140	48	21.99	
CONTRACTUAL--ELECTRIC	A 7150	412	50.12	
Contractual	A 7310	4	20.00	
CONTRACTUAL--HALLOWEEN/FALL FE	A 7550	482	79.14	
Emp. Benefit	A 9030	8	3,235.25	
Emp. Benefit	A 9050	8	1,751.00	
Emp. Benefit	A 9060	8	53,075.48	
INTERFUND TRANSFER FOR SICK RE	A 9901	8	2,000.00	
Hanofee Park	A 9950	9100	11,000.00	
Town Hall Restoration	A 9950	9300	10,000.00	
Interfund transfers	A 9950	9400	50,000.00	
Transfer to capital	A 9952	9500	3,000.00	
D.P. Equipment	A 9953	9	6,000.00	
				316,056.46 *
				316,056.46 **
<b>TOWN - OUTSIDE VILLAGE</b>				
Contractual	B 1420	4	5,149.88	
Per. Ser.	B 3620	1	4,199.47	
CONTRACTUAL--TELEPHONE	B 3620	411	47.95	
CONTRACTUAL--SUBSCRIPTIONS	B 3620	422	9.64	
CONTRACT	B 3620	491	12,083.33	
Per. Ser.	B 8020	1	425.00	
CONTRACTUAL--SUBSCRIPTIONS	B 8020	422	9.65	
Emp. Benefit	B 9030	8	351.52	
Empl. Benefit	B 9060	8	5,923.56	
INTERFUND TRANSFER TO SICK RES	B 9901	8	5,000.00	
				33,200.00 *
				33,200.00 **
<b>HIGHWAY FUND - TOWNWIDE - HWY 3 &amp; 4</b>				
Per. Ser.	DA 5130	1	5,351.50	
Equipment	DA 5130	2	1,026.53	
CONTRACTUAL--SUPPLIES	DA 5130	48	5,538.40	
CONTRACTUAL--PARTS	DA 5130	481	7,187.33	
CONTRACTUAL--TOWING	DA 5130	482	1,765.00	
Per. Ser.	DA 5142	1	37,673.80	
CONTRACTUAL--GAS	DA 5142	441	2,192.93	

	ACCOUNT	ENC	AMOUNT	
<b>HIGHWAY FUND - TOWNWIDE - HWY 3 &amp; 4</b>				
CONTRACTUAL--DIESEL	DA 5142	443	11,899.50	
CONTRACTUAL--SALT	DA 5142	462	82,960.29	
CONTRACTUAL--SUPPLIES	DA 5142	48	3,893.00	
Emp. Benefits	DA 9030	8	3,228.76	
Emp. Benefit	DA 9060	8	22,509.51	
INTERFUND TRANSFER TO SICK TIM	DA 9901	8	1,000.00	186,226.55 *
				186,226.55 **
<b>HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1</b>				
Emp. Benefits	DB 9060	8	17,770.67	
INTERFUND TRANSFER TO SICK TIM	DB 9901	8	1,000.00	18,770.67 *
				18,770.67 **
<b>FERNDAL LIGHT DISTRICT</b>				
CONTRACTUAL--ELECTRIC	L1 5182	412	446.66	446.66 *
				446.66 **
<b>SWAN LAKE LIGHT DISTRICT</b>				
CONTRACTUAL--ELECTRIC	L2 5182	412	1,275.46	1,275.46 *
				1,275.46 **
<b>W.S.S. LIGHT DISTRICT</b>				
CONTRACTUAL--ELECTRIC	L3 5182	412	522.23	522.23 *
				522.23 **
<b>PARKSVILLE LIGHT DISTRICT</b>				
CONTRACTUAL--ELECTRIC	L4 5182	412	418.51	418.51 *
				418.51 **
<b>LOCH SHELDRAKE ROAD LIGHT DISTRICT</b>				
CONTRACTUAL--ELECTRIC	L5 5182	412	431.18	431.18 *
				431.18 **
<b>WATER AND SEWER OPERATIONAL FUND</b>				
Per. Ser.	MO 8110	1	20,906.19	
CONTRACTUAL--TELEPHONE	MO 8110	411	671.14	
CONTRACTUAL--MEMBERSHIP DUES	MO 8110	421	499.00	
CONTRACTUAL--SUBSCRIPTIONS	MO 8110	422	9.65	
CONTRACTUAL--GAS	MO 8110	441	1,032.25	
CONTRACTUAL--DIESEL	MO 8110	443	121.85	
CONTRACTUAL--VEHICLE MAINTENAN	MO 8110	471	90.57	
CONTRACTUAL--WATER SAMPLES	MO 8110	477	287.00	
CONTRACTUAL--SUPPLIES	MO 8110	48	361.51	
CONTRACTUAL--POSTAGE	MO 8110	481	138.38	
Emp. Benefits	MO 9030	8	1,575.51	
Emp. Benefits	MO 9060	8	20,140.08	
INTERFUND TRANSFER TO SICK TIM	MO 9901	8	5,000.00	50,833.13 *
				50,833.13 **

	ACCOUNT	ENC	AMOUNT	
<b>LOOMIS SEWER DISTRICT</b>				
CONTRACTUAL--SUPPLIES	S1 8110 48		10.76	
Equipment	S1 9901 9200		3,000.00	
Administration	S1 9901 9600		2,547.00	
Transfer to Capital Funds	S1 9950 9		13,000.00	
				18,557.76 *
				18,557.76 **
<b>S. L. / BRISCOE CONSOLIDATED SEWER</b>				
CONTRACTUAL--ELECTRIC	S2 8110 412		1,913.07	
CONTRACTUAL--OIL	S2 8110 415		1,033.34	
CONTRACTUAL--GARBAGE REMOVAL	S2 8110 472		323.08	
CONTRACTUAL--LAB TESTING	S2 8110 477		71.00	
CONTRACTUAL--MAJOR REPAIRS	S2 8110 478		5,383.37	
Equipment	S2 9901 9200		18,000.00	
Administration	S2 9901 9600		15,281.00	
Inter Fund Tran.	S2 9950 9		5,000.00	
				47,004.86 *
				47,004.86 **
<b>YOUNGSHILL SEWER DISTRICT</b>				
CONTRACTUAL--WATER/SEWER CHARG	S4 8110 419		6,027.36	
CONTRACTUAL--SOFTWARE	S4 8110 425		43.38	
Equipment	S4 9901 9200		500.00	
Administration	S4 9901 9600		424.00	
				6,994.74 *
				6,994.74 **
<b>INFIRMARY ROAD SEWER DISTRICT</b>				
CONTRACTUAL--ELECTRIC	S7 8110 412		372.60	
Per. Ser.	S7 9901 9100		2,500.00	
Administration	S7 9901 9600		2,122.00	
Transfer to Capital Fund	S7 9950 9		15,000.00	
				19,994.60 *
				19,994.60 **
<b>LOOMIS WATER DISTRICT</b>				
CONTRACTUAL--SUPPLIES	W1 8310 48		873.69	
Equipment	W1 9901 9200		1,500.00	
Administration	W1 9901 9600		1,273.00	
Equipment	W1 9950 9		12,000.00	
				15,646.69 *
				15,646.69 **
<b>FERNDAL E WATER DISTRICT</b>				
CONTRACTUAL--TELEPHONE	W2 8310 411		147.37	
CONTRACTUAL--ELECTRIC	W2 8310 412		438.32	
CONTRACTUAL--MAJOR REPAIRS	W2 8310 478		1,451.91	
CONTRACTUAL--SUPPLIES	W2 8310 48		437.63	
Equipment	W2 9901 9200		9,500.00	
Administration	W2 9901 9600		8,065.00	
				20,040.23 *
				20,040.23 **
<b>STEVENSVILLE WATER DISTRICT</b>				
CONTRACTUAL--ELECTRIC	W3 8310 412		1,346.30	

	ACCOUNT	ENC	AMOUNT	
<b>STEVENSVILLE WATER DISTRICT</b>				
CONTRACTUAL--CAUSTIC SODA	W3 8310 464		1,245.25	
CONTRACTUAL--CAUSTIC SODA	W3 8311 464		1,371.25	
Equipment	W3 9901 9200		11,000.00	
Administration	W3 9901 9600		9,338.00	
				24,300.80 *
				24,300.80 **
<b>W.S.S. WATER DISTRICT</b>				
CONTRACTUAL--SOFTWARE	W4 8310 425		43.38	
Equipment	W4 9901 9200		2,500.00	
Administration	W4 9901 9600		2,122.00	
Equipment	W4 9950 9		6,000.00	
				10,665.38 *
				10,665.38 **
<b>INDIAN LAKE WATER DISTRICT</b>				
Equipment	W5 9901 9200		500.00	
Administration	W5 9901 9600		424.00	
				924.00 *
				924.00 **
<b>COLD SPRING ROAD WATER DISTRICT</b>				
Administration	W6 9901 9200		500.00	
	W6 9901 9600		424.00	
				924.00 *
				924.00 **
<b>ROUTE 55 WATER DISTRICT</b>				
Equipment	W7 9901 9200		500.00	
Administration	W7 9901 9600		424.00	
Transfer to Capital Reserve	W7 9950 9		15,000.00	
				15,924.00 *
				15,924.00 **
				789,157.91 ***

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

COUNCILPERSON

COUNCILPERSON



VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	AMOUNT	CHECK#
111	380	PAYROLL ACCOUNT		280.5026011500	
112	1227	FIRST NATL. BANK OF JEFFERSONVILLE		21.4626011501	
113	7023	DELTA DENTAL OF NEW YORK		378.0026011604	
114	110	NYSE&G		621.10	67074
115	110	NYSE&G		413.12	67074
116	110	NYSE&G		1,388.48	67074
117	8111	CHARTER COMMUNICATIONS		119.99	67138
118	5404	CHARTER COMMUNICATIONS		119.99	67131
119	658	VERIZON WIRELESS		95.98	67087
120	2669	SUNY ULSTER		2,365.00	67071
121	7023	DELTA DENTAL OF NEW YORK		371.0026012700	
122	1096	CHARTER COMMUNICATIONS		190.56	67144
123	5407	CHARTER COMMUNICATIONS		44.00	67146
124	3038	CONSTELLATION ENERGY SVC OF NY		5.04	67145
125	3038	CONSTELLATION ENERGY SVC OF NY		124.45	67145
126	3038	CONSTELLATION ENERGY SVC OF NY		477.54	67145
127	110	NYSE&G		10.69	67141
128	110	NYSE&G		336.96	67141
129	110	NYSE&G		322.43	67141
130	110	NYSE&G		7,085.90	67141
131	658	VERIZON WIRELESS		77.62	67143
132	110	NYSE&G		1,071.28	67141
133	130	VERIZON		824.33	67142
134	658	VERIZON WIRELESS		304.84	67143
135	380	PAYROLL ACCOUNT		139,184.7126012800	
136	1227	FIRST NATL. BANK OF JEFFERSONVILLE		10,476.0726012801	
137	658	VERIZON WIRELESS		31.25	67147
138	658	VERIZON WIRELESS		37.99	67147
				166,780.28 **	

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

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

\_\_\_\_\_  
SUPERVISOR

\_\_\_\_\_  
COUNCILPERSON

\_\_\_\_\_  
COUNCILPERSON

\_\_\_\_\_  
COUNCILPERSON

\_\_\_\_\_  
COUNCILPERSON

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
3	1770 DATE: 1/15/26	EMPLOYEES OF THE TOWN OF LIBERTY	TP 10	249.22	26011502	249.22
4	1227 DATE: 1/15/26	FIRST NATL. BANK OF JEFFERSONVILLE	TP 10	42.92	26011503	42.92
5	285 DATE: 1/15/26	PAYROLL TRUST & AGENCY ACCOUNT	TP 10	9.82	26011404	9.82
6	1770 DATE: 1/14/26	EMPLOYEES OF THE TOWN OF LIBERTY	TP 10	82,556.72	26011402	82,556.72
7	1227 DATE: 1/14/26	FIRST NATL. BANK OF JEFFERSONVILLE	TP 10	28,623.67	26011403	28,623.67
8	285 DATE: 1/14/26 DATE: 1/14/26 DATE: 1/14/26 DATE: 1/14/26	PAYROLL TRUST & AGENCY ACCOUNT	TW 18 TW 21 TW 28 TW 29	3,076.27 5,278.77 2,504.41 654.85	26011404	11,514.30
9	2009 DATE: 1/14/26	SULLIVAN COUNTY SUPPORT COLLECTION	TP 10	707.36	69523	707.36
10	1920 DATE: 1/14/26	N.Y.S. INCOME TAX BUREAU	TW 21	5,278.77	26011405	5,278.77
11	310 DATE: 1/14/26	USCM/ NORTHEAST	TW 28	2,504.41	2601406	2,504.41
12	758 DATE: 1/14/26	TOWN OF LIBERTY	TP 10	857.93	69524	857.93
13	758 DATE: 1/14/26	TOWN OF LIBERTY	TP 10	606.25	69526	606.25
14	758 DATE: 1/14/26	TOWN OF LIBERTY	TP 10	311.18	69525	311.18
15	703 DATE: 1/27/26	STATE COMPTROLLER	A 690	20,074.00	3201	20,074.00
16	4042 DATE: 1/27/26	VILLAGE OF LIBERTY	A 690	310.00	3202	310.00
17	930 DATE: 1/23/26	GLENN SMITH, PE, INC.	TA 95	1,114.00	1963	1,114.00
18	1770 DATE: 1/28/26	EMPLOYEES OF THE TOWN OF LIBERTY	TP 10	96,860.00	26012802	96,860.00
19	1227 DATE: 1/28/26	FIRST NATL. BANK OF JEFFERSONVILLE	TP 10	36,002.41	26012803	36,002.41
20	285 DATE: 1/28/26	PAYROLL TRUST & AGENCY ACCOUNT	TW 18	3,629.11	26012804	

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
	DATE: 1/28/26		TW 21	7,117.76		
	DATE: 1/28/26		TW 28	2,766.66		
	DATE: 1/28/26		TW 29	654.85		14,168.38
21	2009 DATE: 1/28/26	SULLIVAN COUNTY SUPPORT COLLECTION	TP 10	707.36	69585	707.36
22	1920 DATE: 1/28/26	N.Y.S. INCOME TAX BUREAU	TW 21	7,117.76	26012805	7,117.76
23	310 DATE: 1/28/26	USCM/ NORTHEAST	TW 28	2,766.66	26012806	2,766.66
24	758 DATE: 1/28/26	TOWN OF LIBERTY	TP 10	857.93	69582	857.93
25	758 DATE: 1/28/26	TOWN OF LIBERTY	TP 10	753.52	69583	753.52
26	758 DATE: 1/28/26	TOWN OF LIBERTY	TP 10	311.18	69584	311.18
27	1900 DATE: 1/29/26	W.S.S. FIRE DISTRICT	TA 703	360,377.64	1965	360,377.64
28	1890 DATE: 1/29/26	YOUNGSVILLE FIRE DISTRICT	TA 704	11,939.28	1966	11,939.28
29	1880 DATE: 1/29/26	SWAN LAKE FIRE DISTRICT	TA 702	225,292.28	1967	225,292.28
30	1870 DATE: 1/29/26	LOCH SHELDRAKE FIRE DISTRICT	TA 701	5,028.67	1968	5,028.67
31	1860 DATE: 1/29/26	HURLEYVILLE FIRE DISTRICT	TA 705	10,050.66	1969	10,050.66
32	5770 DATE: 1/29/26	LIBERTY JOINT FIRE DISTRICT	TA 706	798,976.00	1970	798,976.00
33	1910 DATE: 1/29/26	N.Y.STATE & LOCAL RETIREMENT SYSTEM	TW 18	6,715.20	26013001	6,715.20
34	578 DATE: 1/29/26	AFLAC NEW YORK	TW 29	1,856.48	26012900	1,856.48
1	1910 DATE: 1/02/26	N.Y.STATE & LOCAL RETIREMENT SYSTEM	TW 18	9,168.32	26010201	9,168.32
2	758 DATE: 1/09/26	TOWN OF LIBERTY	HX 440	2,403.02	26010900	2,403.02
						1,746,113.30 **

ACCEPTED/APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
 CLAIMS FROM # \_\_\_\_\_ TO # \_\_\_\_\_ TOTALING: \$ \_\_\_\_\_

\_\_\_\_\_  
 SUPERVISOR

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON

\_\_\_\_\_  
 COUNCILPERSON

	ACCOUNT	AMOUNT	
<b>GENERAL FUND - TOWNWIDE</b>			
Clearing Account	A 690	20,384.00	20,384.00 *
			20,384.00 **
<b>RESERVE - SWAN LAKE SEWER</b>			
DUE FROM OTHER	HX 440	2,403.02	2,403.02 *
			2,403.02 **
<b>TRUST AND AGENCY</b>			
Escrow account	TA 95	1,114.00	
Loch Sheldrake Fire District	TA 701	5,028.67	
Swan Lake Fire District	TA 702	225,292.28	
W.S.S. Fire District	TA 703	360,377.64	
Youngsville Fire District	TA 704	11,939.28	
Hurleyville Fire District	TA 705	10,050.66	
Liberty Fire Protection Distri	TA 706	798,976.00	
			1,412,778.53 *
			1,412,778.53 **
<b>PAYROLL ACCOUNT</b>			
Payroll	TP 10	249,457.47	249,457.47 *
			249,457.47 **
<b>PAYROLL WITHHOLDING</b>			
Retirement	TW 18	22,588.90	
N.Y.S. Income Tax	TW 21	24,793.06	
PEBSO - Deferred Compensation	TW 28	10,542.14	
AFLAC Contributions	TW 29	3,166.18	
			61,090.28 *
			61,090.28 **
			1,746,113.30 ***

Account#	Account Description	Fee Description	Qty	Local Share
	Health Insurance	General Fund A	1	0.00
		<b>Sub-Total:</b>		<b>\$0.00</b>
A1255	Permits	Refuse Collection	15	1,500.00
		Towing License	2	200.00
	TOWN CLERK	EZ Pass	7	175.00
		Marriage Certificate	6	60.00
		Misc	6	12.00
		Notary Fees	35	70.00
		<b>Sub-Total:</b>		<b>\$2,017.00</b>
A1620.4	Central Printing & Mailing	Photo Copies	3	0.75
		<b>Sub-Total:</b>		<b>\$0.75</b>
A2544	Dog Licensing	Female, Spayed	7	63.00
		Female, Unspayed	2	25.00
		Male, Neutered	2	18.00
		Male, Unneutered	1	12.50
	SENIOR	SENIOR	2	-10.00
		<b>Sub-Total:</b>		<b>\$108.50</b>
A2545	Dog	Redeemed Dog	2	150.00
		<b>Sub-Total:</b>		<b>\$150.00</b>
B2115	Building Fees	Special Use	2	600.00
		<b>Sub-Total:</b>		<b>\$600.00</b>
B2770	Building Fees	Building Permit	11	6,073.00
		Municipal Search	17	1,800.00
		<b>Sub-Total:</b>		<b>\$7,873.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$10,749.25</b>
Amount paid to: General Fund A				300.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				18.00
<b>Total State, County &amp; Local Revenues:</b>		<b>\$11,067.25</b>		<b>Total Non-Local Revenues:</b>
				<b>\$318.00</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

1/1/2026 - 2/12/2026

## Balancing Report Town Of Liberty

Page 1 of 1  
2/12/2026  
User: Laurie65

Warrant \$16,645,281.42  
Adjustments (\$79.34)  
STAR Savings \$0.00  
Adjusted Warrant \$16,645,202.08

Full Payments \$11,424,586.27  
Partial Payments \$373,858.09  
Direct to County \$0.00 (NOT deposited in the bank)

**Tax Collected \$11,798,444.36** Collected 70.88%

Tax - Direct \$11,798,444.36  
Service Charges \$0.00  
Surcharges \$0.00  
Misc Collected (\$5.37)  
Penalties \$1,284.62  
2nd Notice Fees \$0.00  
Bad Check Fee Paid \$100.00 Bad Check Fees Billed (\$300.00)  
**Net Deposit \$11,799,823.61**  
Not Collected \$4,846,757.72

Direct To County \$0.00  
Direct Penalties \$0.00  
**Total Direct \$0.00**

Credit \$1,160,641.48  
Cash \$220,181.41  
Check \$10,419,000.72  
**Total Deposit \$11,799,823.61**



1/1/2026 - 1/31/2026

## Balancing Report Town Of Liberty

Page 1 of 1  
2/12/2026  
User: Laurie65

Warrant	\$16,645,281.42
Adjustments	(\$79.34)
STAR Savings	\$0.00
Adjusted Warrant	\$16,645,202.08

Full Payments	\$7,383,172.91
Partial Payments	\$229,404.84
Direct to County	\$0.00 <i>(NOT deposited in the bank)</i>

<b>Tax Collected</b>	<b>\$7,612,577.75</b>	Collected	45.73%
----------------------	-----------------------	-----------	--------

Tax - Direct	\$7,612,577.75
Service Charges	\$0.00
Surcharges	\$0.00
Misc Collected	\$1.01
Penalties	\$0.00
2nd Notice Fees	\$0.00
Bad Check Fee Paid	\$80.00
Bad Check Fees Billed	(\$180.00)
<b>Net Deposit</b>	<b>\$7,612,658.76</b>
Not Collected	\$9,032,624.33

Direct To County	\$0.00
Direct Penalties	\$0.00
<b>Total Direct</b>	<b>\$0.00</b>

Credit	\$982,433.25
Cash	\$206,453.13
Check	\$6,423,752.38
<b>Total Deposit</b>	<b>\$7,612,638.76</b>

2/1/2026 - 2/12/2026

## Balancing Report Town Of Liberty

Page 1 of 1  
2/12/2026  
User: Laurie65

Warrant	\$16,645,281.42
Adjustments	(\$79.34)
STAR Savings	\$0.00
Adjusted Warrant	\$16,645,202.08

Full Payments	\$4,038,626.93
Partial Payments	\$147,239.68
Direct to County	\$0.00 (NOT deposited in the bank)

<b>Tax Collected</b>	<b>\$4,185,866.61</b>	Collected	25.15%
----------------------	-----------------------	-----------	--------

Tax - Direct	\$4,185,866.61
Service Charges	\$0.00
Surcharges	\$0.00
Misc Collected	(\$6.38)
Penalties	\$1,284.62
2nd Notice Fees	\$0.00
Bad Check Fee Paid	\$20.00
Bad Check Fees Billed	(\$120.00)
<b>Net Deposit</b>	<b>\$4,187,164.85</b>
Not Collected	\$12,459,335.47

Direct To County	\$0.00
Direct Penalties	\$0.00
<b>Total Direct</b>	<b>\$0.00</b>

Credit	\$178,208.23
Cash	\$13,728.28
Check	\$3,995,248.34
<b>Total Deposit</b>	<b>\$4,187,184.85</b>

## Payment Statistics

### Town Of Liberty

User: Laurie65

1/1/2026 - 1/31/2026

Paid Where	Payment Count	Percentage	Total Tax
Counter	1072	22.24	(\$2,722,213.02)
Escrow	1146	23.77	(\$3,070,902.47)
Internet	451	9.35	(\$1,134,542.39)
Mail	2152	44.64	(\$4,768,764.04)
	4821		(\$11,696,421.92)

Total Full Payments: 4542

Total Partial Payments: 230

#### Total Number of Cash, Check and Credit Card Payments

Cash Payments:	175	(\$211,097.72)
Check Payments:	4231	(\$10,350,870.66)
Credit Payments:	451	(\$1,134,542.39)

*Categories may overlap because some people may have paid with a combination of cash, check and credit.*

## REVENUE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT RECEIPTS	Y-T-D RECEIPTS	UNCOLLECTED BALANCE
GENERAL FUND - TOWNWIDE	3,036,640.00	10,953.89	10,953.89	3,025,686.11
TOWN - OUTSIDE VILLAGE	581,993.00	3,094.82	3,094.82	578,898.18
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	.00	.00	.00
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,713,240.00	2,135.00	2,135.00	1,711,105.00
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,301,396.00	.00	.00	1,301,396.00
HIGHWAY CHIPS FUND	723,000.00	.00	.00	723,000.00
WATER AND SEWER OPERATIONAL FUND	1,098,720.00	.00	.00	1,098,720.00
TOTAL SEWER DISTRICTS	931,057.00	7,279.91	7,279.91	923,777.09
PRESIDENTIAL EST. - SEWER EASE RESERVE	.00	.00	.00	.00
TOTAL WATER DISTRICTS	1,496,894.00	23,808.01	23,808.01	1,473,085.99
GRAND TOTALS.....	10,882,940.00	47,271.63	47,271.63	10,835,668.37

## EXPENSE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	P.O. BALANCE	UNENCUMBERED UNEX. BALANCE
GENERAL FUND - TOWNWIDE	3,436,640.00	253,002.69	253,002.69	4,086.69	3,179,550.62
TOWN - OUTSIDE VILLAGE	603,993.00	25,819.74	25,819.74	.00	578,173.26
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	.00	.00	.00	.00
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,838,240.00	165,294.32	165,294.32	45,603.49	1,627,342.19
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,386,396.00	32,317.54	32,317.54	.00	1,354,078.46
HIGHWAY CHIPS FUND	723,000.00	.00	.00	.00	723,000.00
WATER AND SEWER OPERATIONAL FUND	1,098,720.00	99,780.10	99,780.10	2,799.00	996,140.90
TOTAL SEWER DISTRICTS	1,029,557.00	3,673.47	3,673.47	2,483.36	1,023,400.17
TOTAL WATER DISTRICTS	1,612,894.00	8,629.18	8,629.18	5,053.60	1,599,211.22
GRAND TOTALS.....	11,729,440.00	588,517.04	588,517.04	60,026.14	11,080,896.82



Town of Liberty  
Supervisor's Report  
January-26  
Bank Account Reconciliation

Name	Bank	Account #	Current Total
General Fund	Key Bank	*183	\$ 597,204.99
Highway Fund	Key Bank	*191	\$ 1,481,980.96
Capital Reserve Fund	TD Banknorth	*521	\$ 363,976.04
Capital Reserve Fund	Wayne Bank	*701	\$ 231,598.07
Street Light Districts	CHB	*555	\$ 17,131.69
Water and Sewer Fund	Key Bank	*205	\$ 667,881.67
Trust and Agency	Key Bank	*744	\$ 398,639.46
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>\$ 3,758,412.88</b>

Key Bank Treasury Bills:			\$ 8,094,116.76
Catskill Hudson Bank CD			-
Jeff Bank CD			\$ -
TD Banknorth CD			\$ 239,300.18
		<b>TOTAL CD:</b>	<b>\$ 8,333,416.94</b>



## **TOWN OF LIBERTY – TOWN BOARD MEETING MINUTES**

Date: January 21, 2026

Time: 6:30 PM

Location: Senior Citizens Center, 119 North Main Street, Liberty, NY 12754

**Present:** Supervisor Frank DeMayo, Councilmember Dean Farrand, Councilmember Vincent McPhillips, Councilmember Sherri Kavleski, Councilmember Bruce Davidson, Town Clerk Laurie Dutcher, Finance Director Cheryl Gerow, Confidential Secretary Nick Rusin.

**Absent:**

---

### **PLEDGE OF ALLEGIANCE**

### **CALL TO ORDER**

The meeting was called to order by Supervisor DeMayo at 6:30 p.m., followed by the Pledge of Allegiance.

### **-25 APPROVAL OF CORRESPONDENCE**

The Town Board accepts the correspondence.

Motion by: Councilmember Dean Farrand

Second by: Councilmember Sherri Kavleski

5 Ayes CARRIED

### **—-26 SEQRA – PARKSVILLE O&W RAIL TRAIL CONNECTION PROJECT (SHORT EAF PART 2)**

Motion to accept the responses to Part 2 of the Short Environmental Assessment Form (SEAF) for the Parksville O&W Rail Trail Connection Project.

*Note: Councilmember Vincent McPhillips stated abstention pending additional information regarding projected maintenance costs.*

Motion by: Councilmember Dean Farrand

Second by: Councilmember Sherri Kavleski

Abstention: Councilmember Vincent McPhillips

Ayes CARRIED

\_\_\_-26

**SEQRA – NEGATIVE DECLARATION (PARKSVILLE O&W RAIL  
TRAIL CONNECTION PROJECT)**

Motion adopting a Negative Declaration, determining that the proposed action will not result in any significant adverse environmental impacts.

Motion by: Councilmember Dean Farrand

Second by: Councilmember Sherri Kavleski

Abstention: Councilmember Vincent McPhillips

Ayes CARRIED

\_\_\_-26

**ADVERTISEMENT FOR BIDS – SWAN LAKE WWTP  
RECIRCULATION PUMP**

Motion authorizing the Town Clerk to advertise for bids for the Swan Lake Wastewater Treatment Plant recirculation pump, once bid specifications are complete.

*Discussion: A request was made that bid specifications be distributed to the Board prior to advertisement.*

Motion by: Councilmember Bruce Davidson

Second by: Councilmember Dean Farrand

5 Ayes CARRIED

\_\_\_-26

**CAPITAL RESERVE RESOLUTION – LOOMIS WWTP CLARIFIER  
REPAIR (CONTINGENT UPON ACCEPTABLE BIDS)**

Motion directing the Town Attorney to prepare a capital reserve resolution for the Loomis Wastewater Treatment Plant clarifier repair, contingent upon acceptable bids.

*Discussion: It was noted the second clarifier is beginning to experience issues and staff will confirm whether additional equipment (e.g., a second unit) is recommended.*

Motion by: Councilmember Bruce Davidson

Second by: Councilmember Sherri Kavleski

5 Ayes CARRIED

**\_\_\_-26            CAPITAL RESERVE RESOLUTION – SWAN LAKE WWTP  
RECIRCULATION PUMP REPAIR (CONTINGENT UPON  
ACCEPTABLE BIDS)**

Motion directing the Town Attorney to prepare a capital reserve resolution for the Swan Lake Wastewater Treatment Plant recirculation pump repair, contingent upon acceptable bids.

*Discussion: It was noted bid totals are not yet known and project costs may require use of operating funds if capital reserves are insufficient.*

Motion by: Councilmember Dean Farrand  
Second by: Councilmember Bruce Davidson  
5 Ayes CARRIED

**\_\_\_-26            SULLIVAN 180 – MUNICIPAL PARTNERSHIP GRANT  
APPLICATION**

Motion authorizing the Supervisor to submit a grant application for the Sullivan 180 Municipal Partnership Grant for up to \$5,000 for town-wide beautification.

Motion by: Councilmember Vincent McPhillips  
Second by: Councilmember Bruce Davidson  
5 Ayes CARRIED

**\_\_\_-26            APPROVAL OF 2025 BUDGET TRANSFERS**

Motion approving the 2025 budget transfers as submitted by the Finance Director.

	Budget Modification
A 1982.4	\$10,930.00
A 3082	\$10,930.00
	Creekside Park Grant (Guiderail)
A 7111.4	\$6,000.00
A 2002	\$6,000.00
	Adjust expenses for additional revenues
A 1962.4	\$5,500.00
A 3062	\$5,500
	Municipal Partnership Grant

A 1978.41	\$76,479.50
A 1978.43	\$11,673.24
A 1978.44	\$23,464.44
A 3078	\$111,617.18
	Restore NY Grant
A 1986.4	\$120,000.00
A 3086	\$120,000.00
	Growing Souls Grant
A 1967.4	\$4,850.00
A 3067	\$4,850.00
	Walnut Mountain Trail Grant
A 7150.1	\$3,572.00
A 3070	\$3,572.00
	SWIMS Grant
DC 5112.3	\$20,186.85
DC 3501	\$20,186.85

**Adjust for Additional CHIPS Money Received**

Approval of budget transfer for Swan Lake Sewer from X2 9710.6 (transfer to capital) to S2 8110.4 (operating fund) in the amount of \$1,121.25 for the SPDES NOV response as approved at the January 22, 2025, board meeting.

Motion by: Councilmember Vincent McPhillips

Second by: Councilmember Dean Farrand

5 Ayes CARRIED

**\_\_\_-26                      REFUSE COLLECTION LICENSES**

Motion approving the following refuse collection licenses:

- Spartan Mowing and Snowplowing LLC (1)
- Re-Recording LLC (1).
- 

Motion by: Councilmember Vincent McPhillips

Second by: Councilmember Dean Farrand

5 Ayes CARRIED

**\_\_\_-26                      APPROVAL OF MONTHLY REPORTS**

Motion approving the following monthly reports:

- Town Clerk's Report (12/25)
- Revenue & Expense Summary (12/25)
- Supervisor's Report (12/25)

Motion by: Councilmember Dean Farrand

Second by: Councilmember Bruce Davidson

5 Ayes CARRIED

**\_\_\_-26                      APPROVAL OF MINUTES**

Motion accepting the following minutes as submitted by the Town Clerk:

- End of Year Meeting (12/30/25)
- Reorganization Meeting (1/5/26)
- Work Session Meeting (1/5/26)
- Regular Monthly Meeting (1/5/26)

Motion by: Supervisor Frank DeMayo

Second by: Councilmember Bruce Davidson

5 Ayes CARRIED

**\_\_\_-26                      APPROVAL OF AUDIT**

Motion approving the following audits:

- January 20, 2026, Abstract Claims #1–110 totaling \$442,676.96
- December 2025 General Ledger Abstract Claims #380–423 totaling \$583,425.88.

Motion by: Councilmember Vincent McPhillips

Second by: Councilmember Bruce Davidson

5 Ayes CARRIED

**DISCUSSION**

## Onboarding Procedures and HR Forms:

The Board reviewed the onboarding procedures and the HR forms packet. It was confirmed that required training varies by department, including safety training, and that employees are compensated for the time spent completing it. The Board approved the HR forms packet with minor typographical corrections and excluded two forms due to changes in State law regarding employer-paid training: the Certification Renewal Agreement and the Non-Mandatory Training Course and Exam Agreement. The Town's drug and alcohol policy, including post-accident testing requirements, remains in effect.

### **\_\_\_-26                    ADOPTION OF ONBOARDING PROCEDURES**

Motion to accept the onboarding procedures as presented.

Motion by: Councilmember Dean Farrand

Second by: Councilmember Bruce Davidson

5 Ayes CARRIED

### **\_\_\_-26                    APPROVAL OF HR FORMS (WITH TWO FORMS REMOVED)**

Motion approving all HR forms as presented, with minor typographical corrections, **excluding the Certification Renewal Agreement and Non-Mandatory Training Course and Exam Agreement.**

Motion by: Councilmember Dean Farrand

Second by: Councilmember Vincent McPhillips

5 Ayes CARRIED

## **TABLED- WALNUT MOUNTAIN PAVILION BATHROOM / PAVILION STRUCTURE**

The Board discussed pavilion size, cost constraints under the remaining grant funding, prevailing wage considerations, and procurement options, including a state-bid structure option and separate bidding for foundation/concrete and site work. The Board discussed determining the final site location (with multiple members preferring a location near the parking area for accessibility) and the building strategy for the first February meeting. The Board also discussed the bathroom grant (approximately \$50,000), noting that the amount is insufficient to cover full construction costs and that the grant must result in a deliverable bathroom. Options discussed included materials takeoff and BOCES participation.

### **\_\_\_-26 BUILDING DEPARTMENT FEES – ACCESSORY BUILDINGS AND GARAGES**



Motion to increase fees for residential accessory buildings and garages as presented in the Building Department fee review (including revised square-foot-based fee tiers).

CHAPTER A152 FEES	
Ch. 60, Building Construction and Fire Prevention Administration, Art. I, Building Permits and Certificates of Occupancy	
RESIDENTIAL CONSTRUCTION	
Accessory buildings and garages	\$25 for first 100 square feet, plus \$5 for each additional 100 square feet or portion thereof: minimum fee \$25
Accessory buildings greater than 144 sq. ft. and up to 200 sq. ft.	0.25 per square foot

Motion by: Supervisor Frank DeMayo  
Second by: Councilmember Dean Farrand  
5 Ayes CARRIED

## **PUBLIC PARTICIPATION**

### **Cora Edwards**

The Hudson Valley Community Preservation Act and the need for consistent criteria and fairness in identifying eligible property categories and allocating funds.

### **Manny Steinberg**

Conflicting language in local documents regarding permit thresholds (e.g., 100/121/144 sq. ft.)

## **BOARD UPDATES**

### **Councilmember Vincent McPhillips**

Councilmember McPhillips reported that he received an email from Councilmember Farrand regarding the Tanzman Road property and inquired about the next enforcement steps. He stated that the last time he drove by the property, the driveway had been plowed, and individuals appeared to be present on site.

Councilmember Farrand advised that enforcement actions are underway, including certified mail and legal notice, and stated that the property owners have no choice but to allow the Town access to the property.

Councilmember McPhillips further reported that he spoke with the Highway Superintendent, who inquired about the status of his request for two additional foremen positions.

Councilmember Bruce Davidson advised that at a prior working meeting, the Board indicated support for the request, contingent upon the Highway Superintendent providing an organizational flowchart outlining the proposed hierarchy. He stated that two teams appear reasonable, but confirmation of the reporting structure is required. Councilmember Davidson added that the Highway Superintendent was reminded of this request and indicated he would provide the information.

Supervisor DeMayo advised that the Highway Superintendent had requested to be added to the next agenda.

**Councilmember Sherri Kavleski**

Councilmember Kavleski reported that she had nothing to report.

**Supervisor Frank DeMayo**

Supervisor DeMayo provided updates regarding grant applications and debriefings, including the WQIP grant, and reported on the continued pursuit of additional USDA grant opportunities.

**Councilmember Dean Farrand**

Councilmember Farrand reported on OpenGov form and workflow conversions and ongoing capital budget work. He also noted that he met with Joanne Gerow during the prior week.

**Councilmember Bruce Davidson**

Councilmember Davidson reported that Matt DeWitt and Damon have been working on their capital budgets.

**ADJOURNMENT**

**\_\_\_-26                      ADJOURNMENT**

A motion was made to adjourn the meeting at 7:49 p.m.

Motion by: Supervisor Frank DeMayo

Second by: Councilmember Dean Farrand

5 Ayes CARRIED

Respectfully Submitted,

---

Laurie Dutcher  
Town Clerk – Town of Liberty

## **Town Board Meeting Minutes**

Town of Liberty

Regular Town Board Meeting

**Date:** February 2, 2026

**Time:** 10:00 AM

**Location:** Senior Citizens' Center, 119 North Main Street, Liberty, NY 12754

---

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

The meeting was called to order by Supervisor Frank DeMayo at 10:00 a.m. and was opened with the Pledge.

**Present:** Supervisor Frank DeMayo, Councilmember Dean Farrand, Councilmember Sherri Kavleski, Councilmember Bruce Davidson, Deputy Town Clerk Sara Alvarez, Court Manager Denise Curry, Building Dept. Head Tammy Wilson, Acting Assessor Robin Quick, Finance Director Cheryl Gerow, Highway Superintendent Matt DeWitt, Water & Sewer Foreman Damon Knack, Park & Recreation Director James Guara, Dog Control Officer Joanne Gerow

**Absent:** Councilmember Vincent McPhillips

---

### **Reports Reminder**

Supervisor DeMayo reminded department heads that required reports are due by **Wednesday at noon prior to the meeting**, noting that only a few had been received. He then turned the meeting over to Councilmember Bruce Davidson.

### **Discussion – FY 2027 Operating Budget Preparation**

Councilmember Davidson introduced the start of the **FY 2027 operating budget process**, noting that worksheets are being released earlier than in prior years to allow departments more time for planning. He advised that there is currently a technical issue in OpenGov related to column population and that staff are working to correct it.

Finance Director Cheryl Gerow explained how to access the **FY 2027 operating budget** in OpenGov. She stated that departments must move from FY 2026, which is no longer editable, into FY 2027. Once corrected, the system will clearly show FY 2026 adopted figures and allow departments to enter FY 2027 requests in a separate column. She noted the issue should be resolved within approximately **one to two weeks**.

Councilmember Davidson encouraged department heads to begin reviewing their line items now and to add anticipated expenses as they arise. He stated that the operating

budget will be placed on the agenda **monthly** to promote ongoing review, proactive planning, and avoidance of last-minute budget preparation.

Ms. Gerow asked departments to notify her of any missing line items so they can be added to the system. She stated that once January is closed, updated account codes will be distributed and that efforts are underway to align codes across systems.

### **Discussion – OpenGov Workflows and Information Collection**

Councilmember Davidson discussed OpenGov's ability to create **custom workflows** to ensure steps are not missed and to improve interdepartmental coordination.

### **Driveway Permit Workflow Example**

Councilmember Davidson described a driveway permit workflow involving the Building Department, Highway Department, and DPW. He explained that DPW's review criteria may include drainage, line of sight, pipe sizing, and code compliance. Once completed, the approval is routed back to the Building Department for incorporation into the permit.

### **Parks & Recreation Workflow Example**

Park & Recreation Director James Guara described the workflows for pavilion rentals, including dropdown selections for rental type and whether the request is for an event or personal use. Event requests trigger additional requirements, such as insurance documentation naming the Town as additional insured. He noted that OpenGov includes a calendar feature that prevents double-booking.

Mr. Guara also described workflows for **day camp registrations**, ensuring required documents are submitted before enrollment is finalized, improving planning, and reducing incomplete registrations.

### **Dog Control Workflows**

Dog Control Officer Joanne Gerow discussed converting departmental forms into electronic formats and asked about routing documents to the Clerk's Office as part of the licensing process. Councilmember Davidson confirmed that **interdepartment workflows** can be configured and routed back once steps are completed.

Councilmember Davidson stated that workflows will differ by department and asked departments to place existing forms into their Teams channels so they can be converted into electronic forms. Training will be provided once the documents are converted.

### **Discussion – Records Management and Confidentiality**

Dog Control Officer Gerow stated that OpenGov will significantly improve her recordkeeping by creating a centralized, searchable database and reducing manual tracking. She also raised concerns regarding sensitive and confidential information related to investigations.

Councilmember Davidson confirmed that OpenGov allows information to be restricted from public view or redacted as needed.

### **Discussion – Budget Efficiency, KPIs, and Cost Reduction**

Councilmember Dean Farrand prompted discussion on cost-saving efforts and key performance indicators.

Dog Control Officer Gerow discussed steps taken to reduce expenses associated with CARE's use of a Town facility, including CARE assuming propane costs and receiving a **\$5,000 credit** through CES. She emphasized preventative maintenance to reduce repair costs and extend equipment life.

She also discussed rising electricity costs and plans to develop a proportional cost-sharing model among municipalities using the facility. Councilmember Davidson expressed support for the approach.

Councilmember Farrand summarized broader strategies, including reducing expenses, reviewing fees, and pursuing grants. Fee structure reviews in other departments were discussed, including accessory building permits and public hearing mailing costs.

### **Discussion – Fees and CPI Guidance**

Councilmember Davidson advised departments to review fees using CPI and inflation trends as guidance. Finance Director Gerow confirmed that **2.6** was the CPI referenced during the discussion. Councilmember Davidson also noted the importance of collecting all applicable fees and enforcing existing code provisions.

### **Discussion – Training and OpenGov Implementation**

Councilmember Farrand discussed plans for **OpenGov workflow training**, likely to be held in multiple sessions. Device availability and potential use of tablets were discussed.

Councilmember Davidson encouraged departments to utilize **OpenGov University** for optional training modules.

### **Discussion – Human Resources: Onboarding and Progressive Discipline**

Councilmember Davidson reviewed onboarding procedures and progressive discipline standards. He outlined a standardized three-step discipline process tied to Town's core values and stated that standardized forms will be provided.

Highway Superintendent DeWitt noted the employee handbook should mirror discipline procedures to avoid confusion. Councilmember Davidson acknowledged the need for policy updates.

Department heads were asked to identify training needs for incorporation into onboarding.



### **Discussion – Article 26 Standard Operation Procedure Requirements**

Dog Control Officer Gerow discussed Article 26 requirements under Agriculture & Markets and stated that CARE maintains a detailed SOP. She requested that the SOP be included in Town documentation and uploaded into OpenGov. Councilmember Farrand confirmed this approach.

### **Discussion – Highway Department Staffing and Budget Planning**

Highway Superintendent DeWitt discussed proposed supervisory restructuring and staffing transitions related to an upcoming retirement. Finance Director Gerow clarified anticipated budget impacts and coverage.

Councilmember Davidson emphasized the importance of contingency planning and ongoing budget review.

---

### **Adjournment**

The Town Board adjourned the meeting at 10:51 a.m.

Motion: Supervisor Frank DeMayo

Second: Councilmember Dean Farrand

**Respectfully submitted,**

Laurie Dutcher

Town Clerk

## **TOWN OF LIBERTY – TOWN BOARD MEETING MINUTES**

Date: February 2, 2026

Time: 6:30 p.m.

Location: Senior Citizens' Center, 119 North Main Street, Liberty, NY 12754

**PRESENT:** Supervisor Frank DeMayo, Councilmember Dean Farrand, Councilmember Vincent McPhillips, Councilmember Sherri Kavleski, Councilmember Bruce Davidson, Town Clerk Laurie Dutcher, Finance Director Cheryl Gerow, and Town Attorney Kenneth Klein.

Absent:

---

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

The meeting was called to order by Supervisor DeMayo at 6:30 p.m., followed by the Pledge of Allegiance.

### **NEW BUSINESS**

#### **\_\_\_-26      APPROVAL OF CORRESPONDENCE**

Motion to approve the correspondence.

Motion by: Councilmember Dean Farrand

Second by: Councilmember Bruce Davidson

5 Ayes CARRIED

### **SWAN LAKE SEWER SYSTEM RATE STUDY & PROPOSED SEWER USE LOCAL LAW – PRESENTATION / DISCUSSION**

Supervisor DeMayo introduced Jesse LaVigne, Community Specialist (RCAP Solutions), to present the Swan Lake Sewer System capital rate study and the proposed sewer use local law summary provided in the meeting packet. Mr. Levine reviewed the current capital rate structure (frontage and improvement units), projected capital funding needs for the proposed sewer plant project, and the impact of seasonal and increasing usage on those needs.

Mr. Levine reviewed multiple capital rate structure options, including incorporating usage as a factor in distributing capital costs. He recommended Option Two for the upcoming year and advised the Town to update the capital units' roll to improve equity and data accuracy. Discussion followed regarding permitting, data collection for existing discrepancies, recordkeeping/export capabilities, and coordination between departments and the Assessor/County. The Board noted that non-user parcels may still benefit from sewer improvements through protection of local waterways and improved utility availability. Mr. Levine also advised the Town

Since before COVID, the water and sewer industries have experienced a significant labor decline. Many workers hired in the 1970s and 1980s are now retiring, often with generous packages. However, current benefits are not as robust as they once were. Many employees remained in their roles, finishing out their careers without concern for stagnant wages or lack of raises.

Currently, employees are being paid less than what their skills warrant, making long-term retention increasingly difficult. Based on current pay rates, there is a real risk of losing valuable staff. While I hesitate to provide a specific figure, raising salaries by \$10,000 to \$15,000 annually for your top-tier employees—and offering proportionate increases for lower- and middle-tier employees—would help address these challenges. These are the main findings of my report.

No action was taken at this time.

### **Cora Edwards**

Expresses gratitude for an independent review and acknowledges the effort involved. She appreciates the recommendation for the township to consider increasing pay for district employees, given their working conditions.

She also thanked the reviewer for including the perspective of another municipality, even though it wasn't directly related to the main topic. A key issue highlighted is inequity in capital cost contributions across district lots—some pay significantly less, shifting the financial burden to others, which Edwards describes as bordering on theft. She provides an example of a neighbor who paid capital costs despite not using the system because of ongoing house renovations, illustrating a longstanding inequity. Edwards values the public acknowledgment of these issues and looks forward to board action to address them across the district.

### **Elizabeth Greig**

have a question about the permitting process. It would identify new permits, right? But what about all the ones that haven't been addressed yet?

## **DISCUSSION**

### **PAVILION AT WALNUT MOUNTAIN**

Supervisor DeMayo reviewed pavilion options, estimated costs per square foot, and discussed constructing a pavilion within the remaining budget. The Board discussed potential pavilion sizes (including 40'x60', 30'x60', 30'x40', and 20'x40'), prevailing wage impacts, and the advantages of a stick-built/pole barn-style structure for future expansion. Site considerations discussed included drainage, culvert replacement to accommodate concrete truck access, and ADA/handicap accessibility, including parking and a solid-surface access route.

### **\_\_\_-26      WALNUT MOUNTAIN PAVILION – ENGINEERING / BID SPECIFICATIONS**

Motion to move forward and instruct Al Fusco to prepare engineering for a pavilion structure, including a 30'x60' design with alternates to construct a 30'x40' pavilion (and/or add alternate to 30'x60'), and to include accessibility considerations, at an engineering cost not to exceed \$5,000.

Motion by: Councilmember Vincent McPhillips

Second by: Councilmember Bruce Davidson

5 Ayes CARRIED

### **COMPREHENSIVE PLAN – UPDATE**

Supervisor DeMayo advised that a Steering Committee meeting has been scheduled for February 11<sup>th</sup> at 6:00 p.m. at Town Hall. He reported that Peter Manning prepared an agenda and will present recommendations on structure and next steps. The meeting will be open to the public. The Board discussed outreach to recruit additional committee members and coordination with Village representatives.

Councilmember Davidson asked about the distinction between the Steering Committee and the committees. Supervisor DeMayo explained that the Steering Committee will gather information and guide the committees, while the committees will develop policy-area priorities and recommendations.

### **TOWN HALL HEAT / MINI-SPLITS – DISCUSSION**

Councilmember Davidson requested an update on next steps regarding the proposed mini-split system(s), noting the prior equipment quote and the need to move forward. Supervisor DeMayo advised that the Town would check state bid options for equipment and would develop bid specifications for installation work. Town Attorney Klein advised that if equipment is purchased off-state bid, the installation specification and contract should be structured around the selected state-bid equipment. The Board also discussed piggybacking procurement within New York State and noted limitations when modifying another entity's bid specifications.

#### **TOWN HALL FRONT DOOR – DOOR CLOSER / LOCK DISCUSSION**

Town Clerk Dutcher requested consideration of an automatic door closer and/or other solutions due to heat loss when the door is left open by visitors and deliveries. The Board discussed challenges posed by the curved-top door and accessibility requirements. Supervisor DeMayo indicated he would contact a contractor to evaluate options, and the Board discussed obtaining pricing for an electronic lock.

#### **PUBLIC PARTICIPATION**

No public comments were offered at this time.

#### **BOARD DISCUSSION / UPDATES**

Councilmember Farrand inquired regarding access to the Tanzman Road property. Town Attorney Klein advised that if access is not provided, the Town may estimate as permitted.

Councilmember Davidson advised that onboarding and training requirements for board/committee members are being organized as part of HR, including required trainings (e.g., sexual harassment training), and will be presented to the Board at an upcoming meeting.

Supervisor DeMayo reported attending a housing roundtable and noted discussions with a developer regarding potential housing opportunities on County properties. Supervisor DeMayo also referenced a program called PACT and noted that it may be worth monitoring. Supervisor DeMayo further noted advocacy efforts related to CHIPS funding.

#### **EXECUTIVE SESSION**

No executive session was requested.

## **ADJOURNMENT**

There being no further business, a motion was made to adjourn the meeting at 7:35 p.m.

Motion by: Supervisor Frank DeMayo

Second by: Councilmember Dean Farrand

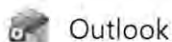
5 Ayes CARRIED

Respectfully Submitted,

---

Laurie Dutcher

Town Clerk – Town of Liberty



---

**Re: Devany Estates New Roads Approval Ltr**

---

**From** Green Heights Construction <eli@greenheightsconstruction.com>

**Date** Wed 2/4/2026 10:52 PM

**To** Laurie Dutcher, Town Clerk, CMC, RMC <l.dutcher@townofliberty.org>

**Cc** Shabat, Alison L. <Alison.Shabat@sullivanyny.gov>; Levi Kaufman <levi11219@gmail.com>

1 attachment (452 KB)

Devany Estates LLC Road Name Approval Ltr.pdf;

Laurie,

This Project Received Planning Board Approval On 1/6/2026, I would appreciate if you can put this on the next Town Board Agenda for Approval.

As always if you have any questions please don't hesitate to contact me @ 845-642-5825

Thanks

Eli Ravitz

On Fri, Nov 14, 2025 at 4:16 PM Shabat, Alison L. <Alison.Shabat@sullivanyny.gov> wrote:

This message was sent securely using Zix<sup>®</sup>

Hello,

The attached letter has (2) two road names that have been approved for use by Sullivan County.

Please add **Devany Estates Dr** and **Blue Leaf Ct** to the next available Town Board Agenda. These roads are in a development known as **Devany Estates LLC** on parcels **Liberty 46.-1-25.6, 25.12, and 25.8**

If you have any questions please reach out,

Sincerely,

**Alison L. Shabat**

*GIS Coordinator*

*911 Addressing Coordinator*

Division of Information Technology Services, GIS Program



**County of Sullivan****100 North Street****Monticello, NY 12701**

office: 845-807-0110 | fax: 845-807-0111

[alison.shabat@sullivanyny.gov](mailto:alison.shabat@sullivanyny.gov) | [www.sullivanyny.gov](http://www.sullivanyny.gov)

*Confidentiality Notice: This e-mail message, including attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message and attachments. Do NOT forward it to a third party without the written consent of the sender. The County of Sullivan is a public entity; consequently, this email may be subject to disclosure under the Freedom of Information Law. Thank you.*

This message was secured by Zix &#174.

LORNE D. GREEN  
COMMISSIONER / CIO

DANIEL J. SMITH  
DEPUTY CIO

ALISON L. SHABAT  
GIS COORDINATOR  
911 ADDRESSING COORDINATOR



TEL. 845-807-0110  
FAX 845-807-0111

**COUNTY OF SULLIVAN**  
**INFORMATION TECHNOLOGY SERVICES SYSTEMS**  
SULLIVAN COUNTY GOVERNMENT CENTER  
100 NORTH STREET  
PO BOX 5012  
MONTICELLO, NY 12701

November 14, 2025

To Whom It May Concern,

This letter will serve as notification that the following road names have been approved for use within the 911 Addressing System for Sullivan County, NY. The approved road names are:

**Devany Estates Drive**

**Blue Leaf Court**

These road names have been approved for use in a private community known at **Devany Estates LLC**, located on property identified for assessment purposes as **Liberty 46.-1-25.6, 25.12, and 25.8**

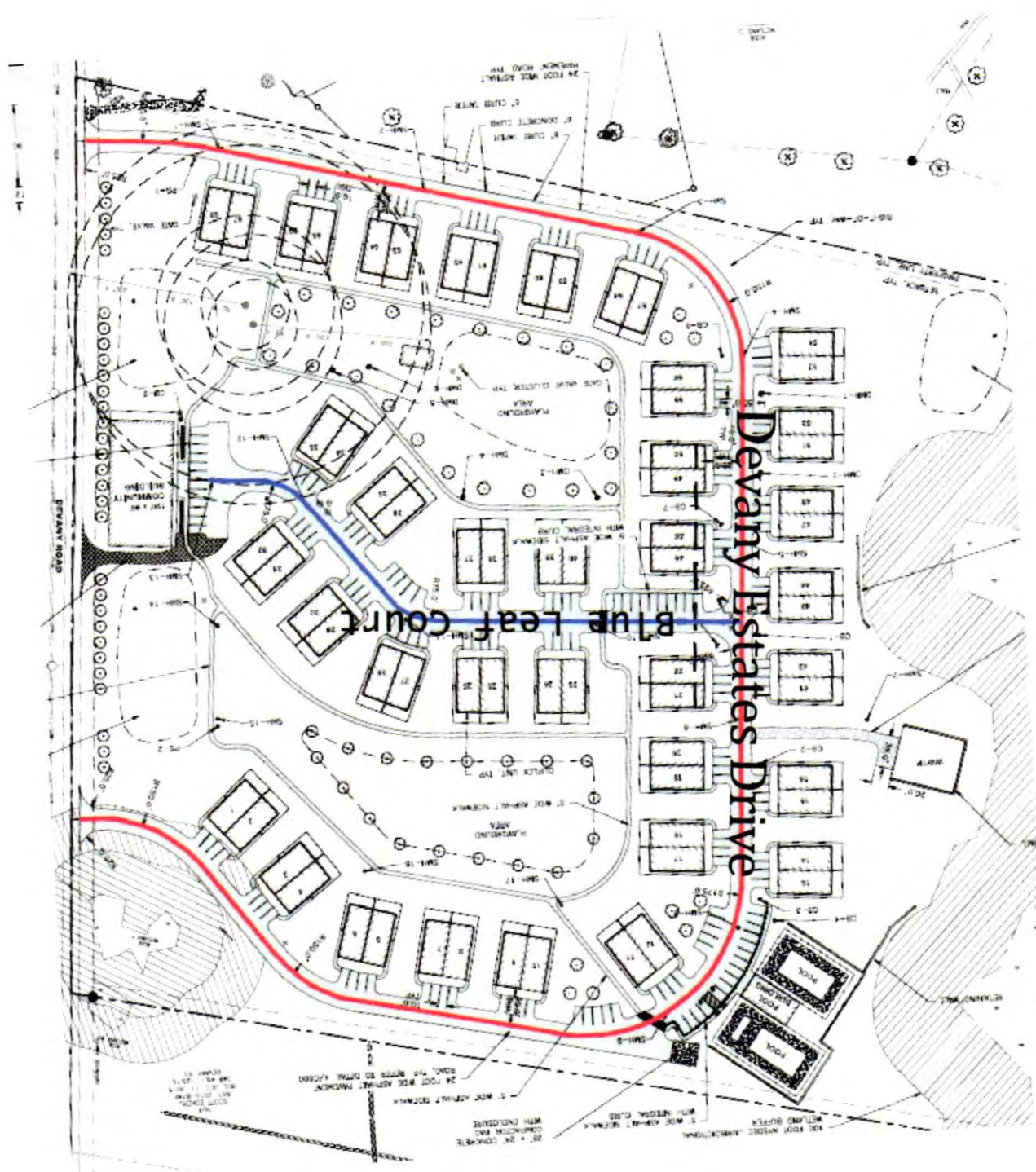
Please note that this office *must* be provided with a copy of the signed resolution and a map of the named roads before these roads can be added to the 911 system and/or used for addressing purposes.

If you have any questions please feel free to contact the 911 addressing department. Thank you for your cooperation and understanding while we work to provide our residents with the best emergency service response possible.

Sincerely,

Alison Shabat  
Sullivan County 911 Addressing Center

Cc: Town Clerk





2026 Budget Transfers to Coincide with OpenGov

Account		To (+)	From (-)
A 1110.42	Court--Subscriptions		\$ 440.00
A 1110.422	Court--Subscriptions	\$ 440.00	
A 1110.48	Court--Office Supplies		\$ 250.00
A 1110.49	Court--Translation Services	\$ 250.00	
A 1220.422	Supervisor--Subscriptions	\$ 40.00	
A 1220.441	Supervisor--Gas	\$ 100.00	
A 1220.48	Supervisor--Supplies		\$ 140.00
A 1310.42	Finance--Subscriptions		\$ 40.00
A 1310.422	Finance--Subscriptions	\$ 40.00	
A 1330.428	Tax Collection--Service Contracts	\$ 3,000.00	
A 1330.481	Tax Collection--Postage		\$ 3,000.00
A 1355.411	Assessor--Telephone		\$ 383.00
A 1355.414	Assessor--Cell Phone	\$ 383.00	
A 1355.42	Assessor--Subscriptions		\$ 3,115.00
A 1355.422	Assessor--Subscriptions	\$ 2,940.00	
A 1355.421	Assessor--Dues	\$ 175.00	
A 1410.42	Town Clerk--Subscriptions		\$ 615.00
A 1410.421	Town Clerk--Membership Dues	\$ 340.00	
A 1410.422	Town Clerk--Subscriptions	\$ 275.00	
A 1620.472	Town Hall--Garbage Removal	\$ 3,800.00	
A 1620.475	Town Hall--Janitorial		\$ 3,800.00
A 1620.48	Town Hall--Supplies	\$ 10,000.00	
A 1620.427	Town Hall--Copier	\$ 9,760.00	
A 1620.478	Town Hall--Major Repairs		\$ 19,760.00
A 1670.4	Central Printing--Contractual		\$ 7,000.00
A 1670.41	Central Printing--Legal Notices	\$ 7,000.00	
A 1950.4	School/Property Tax Contractual		\$ 6,000.00
A 1950.41	T/Bethel Taxes	\$ 1,650.00	
A 1950.42	Liberty CSD	\$ 2,500.00	
A 1950.43	Tri Valley School	\$ 550.00	
A 1950.44	T/Fallsburg	\$ 500.00	
A 1950.45	T/Liberty	\$ 800.00	
A 5010.48	Supt Hwy--Supplies		\$ 2,200.00
A 5010.424	Supt Hwy--Conferences	\$ 1,100.00	
A 5010.426	Supt Hwy--Continueing Education	\$ 1,100.00	
A 5132.45	Town Barn--Taxes	\$ 2,900.00	
A 5132.418	Town Barn--Contractual		\$ 2,900.00
A 5132.46	Town Barn--Contractual		\$ 2,700.00
A 5132.48	Town Barn--Supplies	\$ 2,700.00	
A 5182.412	Steet Lighths--Electric		\$ 5,000.00
A 5182.478	Street Lights--Major Repairs	\$ 5,000.00	
A 7020.421	Parks Rec Admin--Dues	\$ 150.00	
A 7020.471	Parks Rec Admin--Vehicle Maint	\$ 300.00	
A 7020.49	Parks Rec Admin--Contractual		\$ 450.00
A 7110.471	Parks--Vehicle Maintenance		\$ 1,500.00
A 7110.472	Parks--Garbage Removal	\$ 1,500.00	
Total:		\$ 59,293.00	\$ 59,293.00

Account			
B 3620.418	Buidling Dept--Postage	\$ 15,000.00	
B 3620.452	Buidling Dept--Open Gov	\$ 5,753.00	
B 3620.48	Building Dept--Supplies		\$ 15,000.00
B 3620.493	Building Dept--Add Services		\$ 5,753.00
TOTAL:		\$ 20,753.00	\$ 20,753.00

Account			
DA 5130.482	Machinery--Towing		\$ 600.00
DA 5130.489	Machinery--Shoe Allowance	\$ 600.00	
DA 5142.44	Snow Removal--Fuel Expense		\$ 13,500.00
DA 5142.441	Snow Removal--Gas	\$ 13,500.00	
DA 5142.48	Snow Removal--Supplies		\$ 2,100.00
DA 5142.489	Snow Removal--Shoe Allowance	\$ 2,100.00	
DB 5110.48	Improvements--Supplies		\$ 2,100.00
DB 5110.489	Improvements--Shoe Allowance	\$ 2,100.00	
TOTAL:		\$ 18,300.00	\$ 18,300.00

Account		To (+)	From (-)
MO 8110.48	Water and Sewer--Supplies		\$ 2,400.00
MO 8110.489	Water and Sewer--Shoe Allowance	\$ 2,400.00	
MO 8110.4	Water and Sewer--Contractual		\$ 5,753.00
MO 8110.452	Water and Sewer--OpenGOv	\$ 5,753.00	
W3 8311.412	Sherwood Well--Electric	\$ 50,000.00	
W3 8311.464	Shwewood Well--Caustic Soda		\$ 91,000.00
W3 8311.47	Sherwood Well--Repairs	\$ 10,000.00	
WI 8311.476	Sherwood Well--Tank Cleaning	\$ 15,000.00	
W3 8311.478	Sherwood Well--Major Repairs	\$ 16,000.00	
W5 8310.41	Indian Lake--Utilities		\$ 3,300.00
W5 8310.419	Indian Lake--District to District	\$ 3,300.00	
W6 8310.478	Cold Spring Water--Major Repairs		\$ 3,000.00
W6 8310.482	Cold Spring Water--Meters/Parts	\$ 3,000.00	
TOTAL:		\$ 105,453.00	\$ 105,453.00



**TOWN OF LIBERTY**  
N E W Y O R K  
*A Great Place to Work, Live and Play*

Cheryl Gerow, Director of Finance  
120 North Main Street  
Liberty NY 12754

[c.gerow@townofliberty.org](mailto:c.gerow@townofliberty.org)

(845) 2925772 (p)  
(845) 2921310 (f)

DATE: February 18, 2026  
TO: Supervisor DeMayo and Town Board Members  
FROM: Cheryl Gerow  
RE: Acting Assessor Salary Increase

As per the Offer Agreement made with Robin Quick, please approve a salary increase of \$583.33 per year as she has completed Assessor Orientation which meets her requirements towards her Basic Certification.

---

**Our Mission Statement**

*We provide effective transparent and responsible  
municipal service that promotes the highest standard of life for our community.*

RECEIVED

FEB 10

TOWN OF LIBERTY  
FINANCE OFFICE

Dear Finance Office,

I am writing to formally submit documentation of my completion of my first required certification course through the New York State Office of Real Property Tax Services.

As outlined in my revised offer letter for the Acting Assessor position, each completed certification qualifies for a \$500 salary adjustment. I have attached my certificate of completion for your records and respectfully request that the corresponding salary increase be processed.

Please let me know if any additional documentation or forms are required to finalize this adjustment. Thank you for your assistance, and I appreciate your support as I continue to complete the required certification coursework.

Sincerely,  
Robin Quick  
Acting Assessor  
Town of Liberty

RECEIVED

FEB 10 2026

TOWN OF LIBERTY  
FINANCE OFFICE



(1/13)



**State of New York  
Department of Taxation and Finance  
Office of Real Property Tax Services**

**Assessor Orientation  
CERTIFICATE OF ATTENDANCE**

Name: Robin Quick

Assessor, Town/City of Acting assessor, Town of Liberty

Date of training: 02/06/26

This is to certify that, pursuant to Section 316 of the Real Property Tax Law and Section 8188-2.6 of Title 20 of the Official Compilation of Codes, Rules and Regulations of the State of New York, you attended an Orientation training session designed to provide you with a general understanding of the responsibilities of an assessor and the appropriate state and local government structure.

A handwritten signature in black ink, appearing to be "J. P. Sullivan", written over a horizontal line.

Director, Real Property Tax Services

Sullivan County

02/06/2026

Date

cc: Town/City Clerk



## DELAWARE ENGINEERING, D.P.C.

55 South Main Street  
Oneonta, New York 13820

Tel: 607.432.8073  
Fax: 607.432.0432

TOWN OF LIBERTY, NY  
LOOMIS WWTP CLARIFIER REPAIR PROJECT

Contract No. TL1-G-26 – General Construction

Bid Results Summary  
February 6, 2026

<u>Contractor (Alphabetically)</u>	<u>Base Bid Amount</u>
1.) <u>Poolbrook Contracting</u>	<u>\$ 56,610.00</u>
2.) <u>Eastman Associates, Inc.</u>	<u>\$ 68,828.00</u>
3.) <u>TAM Enterprises, Inc.</u>	<u>\$ 78,682.00</u>
4.) <u>Witcon, Inc.</u>	<u>\$ 100,000.00</u>

NOTICE OF AWARD

Date: \_\_\_\_\_, 2026

TO: Poolbrook Contracting  
(Bidder)

ADDRESS: 229 Pool Brook Road  
Laurens, NY 13796

OWNER'S PROJECT NO: TL1-G-26

PROJECT: Town of Liberty, NY Loomis WWTP Clarifier Repair Project

OWNER'S CONTRACT NO: TL1-G-26 – GENERAL

CONTRACT FOR: Town of Liberty, NY Loomis WWTP Clarifier Reubild Project  
(Insert name of Contract as it appears in the Bidding Documents)

You are notified that your Bid dated February 6, 2026 for the above Contract has been considered. You are the apparent successful bidder and have been awarded a contract noted above base bid work and select bid alternate work pricing for the contract for the **TOWN OF LIBERTY, NY LOOMIS WWTP CLARIFIER REPAIR PROJECT.**

The contract Price of your contract is Fifty six thousand six hundred and ten and 00/100 dollars (\$56,610.00).

Three copies of the proposed Contract Documents will be delivered separately or otherwise made available to you in the near future.

You must comply with the following conditions precedent within fifteen (15) calendar days of the date of this Notice of Award, which is by \_\_\_\_\_ / \_\_\_\_\_ / 2026

1. You must deliver to the ENGINEER **three (3)** fully executed copies of the Notice of Award, and acceptable copies of Certificate of Insurance, Performance Bond (in the amount equal to 100% of the contract), and Labor and Material Bond (in the amount equal to 100% of the contract).
2. List other conditions precedent:
  - None

If required documents are acceptable, the ENGINEER will forward **three (3)** copies of the Standard Form of Agreement, for your execution.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

Once all executed documents are returned the ENGINEER will integrate these items, along with the Notice to Proceed, into three (3) sets of Contract Specifications and Bid Documents (Volume I) to form the execution copy of the contract. The ENGINEER will mark and distribute one (1) copy to each the "OWNER" and "CONTRACTOR" for their records and will maintain one (1) copy marked "ENGINEER".

**(OWNER)**

**TOWN OF LIBERTY, NY**

By: \_\_\_\_\_  
(Signature)

Print Name: Frank DeMayo

Title: Town Supervisor

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

[CORPORATE SEAL]  
If applicable

**(CONTRACTOR)**

**Poolbrook Contracting**

By: \_\_\_\_\_  
(Signature)

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

[CORPORATE SEAL]  
If applicable

## NOTICE TO PROCEED

Date: \_\_\_\_\_, 2026

TO: \_\_\_\_\_  
Poolbrook Contracting  
(Contractor)

OWNER'S PROJECT NO.: \_\_\_\_\_ TL1-G-26 - General

PROJECT: \_\_\_\_\_ Loomis WWTP Clarifier Repair Project

OWNER'S CONTRACT NO.: \_\_\_\_\_ TL1-G-26 – General

CONTRACT FOR: \_\_\_\_\_ \$56,610

**Fifty Six Thousand Six Hundred and Ten Dollars and Zero Cents**

You are notified that the Contract Time under the above contract will commence to run on \_\_\_\_\_ By that date, you are to start performing the Work and your other obligations under the Contract Documents. The Work will be substantially complete and operational within 91 calendar days after the date the Contract Time (Notice to Proceed) commences to run and completed.

Before you may start any Work at the site, you and OWNER must each deliver to the other (with copies to Engineer) certificates of insurance which each is required to purchase and maintain in accordance with the Contract Documents.

Also, before you may start any Work at the site, you must:

- Provide necessary Submittals to the Town prior to ordering or installing any structures or materials

(OWNER)  
TOWN OF LIBERTY, NY

By: \_\_\_\_\_  
(Signature)

Print Name: \_\_\_\_\_ Frank DeMayo

Title: \_\_\_\_\_ Town Supervisor

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

[CORPORATE SEAL]  
If applicable

**STANDARD FORM OF AGREEMENT  
BETWEEN OWNER AND CONTRACTOR  
ON THE BASIS OF A STIPULATED PRICE**

**Article 1. PARTIES TO CONTRACT.**

**THIS AGREEMENT** is dated as of the \_\_\_\_<sup>th</sup> day of \_\_\_\_\_ in the year 2026 by and between the Town of Liberty, NY (hereinafter called OWNER) and Poolbrook Contracting (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

**Article 2. WORK.**

- 2.1 CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

**Town of Liberty Loomis WWTP Clarifier Repair Project (TL1-G-26)**

**Article 3. CONTRACT TIMES.**

- 3.1 The Work will be substantially complete and operational within 91 calendar days after the date the Contract Time (Notice to Proceed) commences to run and completed and ready for final payment within 30 days after Substantial Completion.
- 3.2 *Liquidated Damages.* OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if the Work is not completed within the times specified in paragraph 3.1 above, plus any extensions thereof allowed in accordance with Article 11.05 of the General Conditions. They also recognize the delays, expense and difficulties involved in proving the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER One Hundred and 00/100 dollars (\$100.00) for each day that expires after the time specified in paragraph 3.1 for Substantial Completion until the Work is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse or fail to complete the remaining Work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by OWNER. CONTRACTOR shall pay OWNER One Hundred and 00/100 dollars (\$100.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment.
- 3.3 In addition to the liquidated damages set forth above, the CONTRACTOR shall be liable for all additional costs incurred by the OWNER for engineering and inspection services that extends beyond the substantial completion time specified in the Contract Documents.

#### **Article 4. CONTRACT PRICE.**

The total estimated amount of the Contract is \$56,610 based on the prices set forth in the Bid Form.

OWNER shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to paragraphs 4.1 and 4.2 below:

- 4.1. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the estimated quantity of that item as indicated in this paragraph 4.1
- 4.2 As provided in paragraph 13.03 of the General Conditions estimated quantities are not guaranteed, and determinations of actual quantities and classification are to be made by ENGINEER as provided in paragraph 10.06 of the General Conditions. Unit prices have been computed as provided in paragraph 13.03 of the General Conditions.

#### **Article 5. PAYMENT PROCEDURES.**

CONTRACTOR shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions.

- 5.1. *Progress Payment & Retainage.* OWNER shall make progress payments on account of the Contract Price on the basis of CONTRACTOR's Applications for Payment as recommended by ENGINEER, on or about the last day of each month during construction as provided in paragraphs 5.1.1 and 5.1.2 below. All such payments will be measured by the schedule of values established in paragraph 2.03 of the General Conditions (and in the case of Unit Price Work based on the number of units completed or, in the event there is no schedule of values, as provided in the General Requirements.
  - 5.1.1 Prior to substantial completion of the entire project, the CONTRACTOR shall be paid up to 95% of the amount for the work completed in accordance with Section 10 of Special Conditions, with the 5% balance being retainage.
  - 5.1.2. Upon Substantial Completion of the entire project, the OWNER may increase total payments to CONTRACTOR to 100% of Contract Price, less an amount equal to double the value of the remaining work or the retainage which ever is less, provided the OWNER receives a release of surety from the CONTRACTOR.
- 5.2. *Final Payment.* Upon final completion and acceptance of the Work in accordance with paragraph 15.06 of the General Conditions. OWNER shall pay the remainder of the Contract Price.
- 5.3. *Change Orders.* For changes in work greater than \$100,000, the percentage of overhead and profit shall be subject to negotiation.

#### **Article 6. CONTRACTOR'S REPRESENTATIONS.**

In order to induce OWNER to enter into this Agreement CONTRACTOR makes the following representations:



- 6.1 CONTRACTOR has examined and carefully studied the Contract Documents (including the Addenda) and the other related data identified in the Bidding Documents including "technical data."
- 6.2 CONTRACTOR has visited the site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the Work.
- 6.3 CONTRACTOR is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress, performance and furnishing of the Work.
- 6.4 CONTRACTOR has obtained and carefully studied (or assumes responsibility for having done so) all such additional supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by CONTRACTOR and safety precautions and programs incident thereto. CONTRACTOR does not consider that any additional examinations, investigation, explorations, tests, studies or data are necessary for the performance and furnishing of the Work at the Contract Price, within the Contract Times and in accordance with the other terms and conditions of the Contract Documents.
- 6.5 CONTRACTOR is aware of the general nature of work to be performed by OWNER and others at the site that relates to the Work as indicated in the Contract Documents.
- 6.6 CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents.
- 6.7 CONTRACTOR has given ENGINEER written notice of all conflicts, errors, ambiguities or discrepancies that CONTRACTOR has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR, and the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

#### **Article 7. CONTRACT DOCUMENTS.**

The Contract Documents which comprise the entire agreement between OWNER and CONTRACTOR concerning the Work consist of the following:

- 7.1. This Agreement
- 7.2. Exhibits to this Agreement
- 7.3. Performance, Payment, and other Bonds
- 7.4. Notice to Proceed
- 7.5. General Conditions
- 7.6. Supplementary Conditions
- 7.7. Special Conditions

- 7.8. Specifications bearing the title Contract Specifications and Bid Documents
- 7.9. Drawings with each sheet bearing the following general title:
- 7.10. Exhibits
- 7.11. Addenda
- 7.12. CONTRACTOR's Bid
- 7.13. Documentation submitted by CONTRACTOR prior to Notice of Award
- 7.14. The following which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto: All Written Amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to paragraph 3.04 of the General Conditions.

The documents listed in paragraphs 7.2 et seq. above are attached to this Agreement (except as expressly noted otherwise above).

There are no Contract Documents other than those listed above in Article 7. The Contract Documents may only be amended, modified or supplemented as provided in Article 11 of the General Conditions.

#### **Article 8. MISCELLANEOUS.**

- 8.1. Terms used in this Agreement which are defined in Article 1 of the General Conditions will have the meanings indicated in the General Conditions.
- 8.2. No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment. No assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.
- 8.3. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.
- 8.4. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon OWNER and CONTRACTOR, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

#### **Article 10. Contractor's Agreement Certification**

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement in triplicate. One counterpart each has been delivered to OWNER, CONTRACTOR and ENGINEER. All portions of the Contract Documents have been signed, initialed or identified by OWNER and CONTRACTOR or identified by ENGINEER on their behalf.

This Agreement will be effective on \_\_\_\_\_, **2026** (which is the Effective Date of the Agreement).

**(OWNER)**  
**TOWN OF LIBERTY, NY**

By: \_\_\_\_\_  
(Signature)

Print Name: Frank DeMayo

Title: Town Supervisor

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

[CORPORATE SEAL]  
If applicable

**(CONTRACTOR)**  
**Poolbrook Contracting**

By: \_\_\_\_\_  
(Signature)

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

[CORPORATE SEAL]  
If applicable

TOWN OF LIBERTY  
ASSESSOR'S OFFICE  
POLICY MEMORANDUM

Subject: Interdepartmental Notification of Property-Related Events Affecting Assessment

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

From: Assessor's Office

To: All Town Departments (Building, Code Enforcement, Fire, Planning, Zoning, Highway, Police, and related offices)

PURPOSE

The purpose of this memorandum is to establish a standardized procedure for interdepartmental notification to the Assessor's Office regarding events or conditions that may materially affect the assessed value, condition, or use of real property within the Town of Liberty.

AUTHORITY

Pursuant to New York State Real Property Tax Law, the Assessor is responsible for maintaining equitable, uniform, and current assessments based upon actual property conditions. Timely access to accurate information from Town departments is essential to meeting this statutory obligation.

POLICY

All Town departments shall provide written courtesy notification to the Assessor's Office whenever they become aware of any event, determination, or condition that may reasonably impact the assessed value of a parcel.

Events requiring notification include, but are not limited to:

- Fire or significant fire damage
- Condemnation or unsafe structure determination
- Non-habitable or uninhabitable designation
- Demolition or partial demolition
- Major structural damage or collapse
- Flood, storm, or other disaster-related damage
- Any condition materially affecting market value, use, or physical integrity

## PROCEDURE

1. Notification shall be provided by email or internal memorandum within a reasonable time after the department becomes aware of the event.
2. Notifications should include, where available:
  - Property address and/or tax map number
  - Nature of the event or condition
  - Date of occurrence or determination
  - Department contact person
3. The Assessor's Office will review the information and determine appropriate follow-up, inspection, and valuation action.

## BENEFITS

- Promote equitable and accurate assessments
- Reduce delays in valuation adjustments
- Improve interdepartmental coordination
- Enhance transparency and public trust

Approved By: \_\_\_\_\_

Title: \_\_\_\_\_

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

**TOWN OF LIBERTY**

**TOWN BOARD RESOLUTION**

Resolution Establishing Interdepartmental Notification Policy for Property-Related Events Affecting Assessment

WHEREAS, the Town of Liberty Assessor is charged under New York State Real Property Tax Law with maintaining equitable, uniform, and current assessments; and

WHEREAS, accurate assessments require timely knowledge of events and conditions that may materially affect the value, condition, or use of real property; and

WHEREAS, improved interdepartmental communication will enhance efficiency, transparency, and public confidence;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Liberty hereby adopts the policy entitled "Interdepartmental Notification of Property-Related Events Affecting Assessment"; and

BE IT FURTHER RESOLVED, that all Town departments shall provide written courtesy notification to the Assessor's Office whenever they become aware of events or determinations that may reasonably impact assessed value; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Town Supervisor: \_\_\_\_\_

Town Clerk: \_\_\_\_\_

**Chapter A152**  
**FEES**

Ch. 60, Building Construction and Fire Prevention Administration, Art. I, Building Permits and Certificates of Occupancy	
<b>Residential construction</b>	
Additions, alterations, and repairs	By total value of work to be done: \$25 for first \$1,000 of work to be performed, plus \$10 for each additional \$1,000 of work; minimum fee \$25
Additions, alterations, and repairs	\$50 for first \$1,000 of construction value or portion thereof, plus \$20 for each additional \$1,000 of construction value or portion thereof; minimum fee \$50
Miscellaneous (woodstoves, swimming pools, etc.)	By total value of work to be done: \$25 for first \$1,000 of work to be performed, plus \$10 for each \$1,000 of work; minimum fee \$25
Miscellaneous (woodstoves, swimming pools, etc.)	\$50 for first \$1,000 of construction value or portion thereof, plus \$20 for each additional \$1,000 of construction value or portion thereof; minimum fee \$50
<b>Commercial construction</b>	
Accessory structures	Same as new construction
Accessory structures	\$1.00 per square foot of floor area
Additions	\$75 for first \$1,000 of construction value or portion thereof, plus \$8 for each additional \$1,000 of construction value or portion thereof
Alterations, repairs	\$25 for first \$1,000 of construction value, plus \$10 for each additional \$1,000 or portion thereof
Additions, alterations and repairs	\$75 for first \$1,000 of construction value or portion thereof, plus \$25 for each additional \$1,000 of construction value or portion thereof; minimum fee \$75
Signs	\$25 for each \$1,000 of construction value or portion thereof
Signs	\$50 for each \$1,000 of construction value or portion thereof



Town of Liberty  
**2009 Mack GU8 Dump Truck**  
Bid

INSTRUCTIONS TO BIDDERS

Bids are to be opened at **11:00AM on February 17, 2026** in the Town of Liberty Government Center, 120 North Main Street, Liberty, New York 12754.

Each proposal shall be enclosed in a sealed envelope and must **be mailed or delivered** to the **Office of the Town of Liberty Clerk, 120 north Main Street, Liberty, New York 12754**, to be received prior to the time set for opening of the bids. The bid envelope must be marked in the lower left hand corner of the envelope: Sealed Bid for 2009 Mack GU8 Dump Truck.

**Bid shall be submitted on the Town of Liberty Bid Forms or bid will not be considered.** Bid must be typed or printed in ink. Original autograph signatures in ink are required. Facsimile or rubber stamp signatures will not be accepted.

The machine shall be in complete, fully ready-to-use condition.

**Bidder is advised that any exceptions to the specifications will be detrimental to a possible bid award.**

Any change in wording or interrelations by a bidder of the inquiry as published by the Town of Liberty shall be reason to reject the proposal of such bidder, or in the event that such change in the Invitation to Bid is not discovered prior to entering into a contract, to void any contract entered into pursuant to such bid.

The Town of Liberty reserves the right to reject any and all bids, or to waive any informality in bids. The Town of Liberty does not obligate itself to accept the lowest or any other proposal.

Award to the lowest responsible bidder for services to be provided. All documentation required by these specifications shall be submitted by the bidder as part of his sealed bid at the time of bid opening.

**Tax Exemption:** No taxes are to be billed to the Town. Bids shall not include any Federal, State or local excise, sales, transportation or other tax unless Federal or State law specifically levies such tax on purchases made by a political subdivision.

The successful bidder shall comply will all laws, rules, regulations and ordinances of the Federal Government, the State of New York and any other political subdivisions or regulatory body which may apply to its performance under this contract.

**Assignment:** No assignment of any agreement pursuant to this bid shall be made without specific prior approval in writing to the Town of Liberty. (State of New York General Municipal Law Section 109).

**Firm Bid:** This bid is firm and irrevocable for a period of 45 days from the date and time of the bid opening. If a contract is not awarded within the 45-day period, a bidder to whom the bid has not been awarded, may withdraw his bid by serving written notice of his intention to the Town of Liberty.

In executing this bid, the bidder affirms that all the requirements of the specifications are understood and accepted by the bidder, and that the prices quoted include all required materials and services. The undersigned has checked all the bid figures and understands the town will not be responsible for any errors or omissions on the undersigned in preparing this bid. In case of error in extension of prices in the bid, the unit price will govern.

**Accountability:** The undersigned shall be fully accountable for his or its performance under this bid, or any contract entered into pursuant to this bid, and agrees that he or its officers will answer under oath all questions relevant to the performance thereof and to any transaction, act or omissions had, done or omitted in connections therewith if called before and Judicial, County of Stat Officer, agency empowered to investigate the contractor or his performance.

**All bids must be accompanied by a Non-Collusion Bidding Certificate (attached) in order to be considered.**

The Town of Liberty reserves the right to reject all proposals and re-advertise, if deemed for the best interest in the Town.

**SPECIFICATIONS:**

- 2009 Mack GU8 Granite Dump Truck
- GVWR of 60,780 lbs.
- Engine: Mack 12.7L Diesel, 6 Cylinder
- Transmission: Eaton Fuller 8-Speed Manual
- Drivetrain: 6X4 Dual Axle
- Mileage: not to exceed 200,000 miles
- Hours: not to exceed 7,000 hours
- Dump Box: 14' Combination Steel Body
- Fuel Type : Diesel

**COMMENTS:** \_\_\_\_\_

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

**TOTAL BID PRICE:**     \$ \_\_\_\_\_

**Name of Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**TOWN OF LIBERTY**  
**NON-COLLUSION BIDDING CERTIFICATE**

The following statement is hereby made by the undersigned to accompany the sealed bid by the undersigned.

The undersigned hereby certifies:

1. The bid which is accompanied by this statement has been arrived at without collusion with any seller of the same materials, and
2. The contents of the bid have not been communicated by the bidder or one of its agents to any person outside of the company.

Dated: \_\_\_\_\_

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_



**Legion Fireworks Co., Inc.**  
10 Legion Lane Wappingers Falls, NY 12590  
(845)831-8328

THIS CONTRACT AND AGREEMENT for the sale of fireworks made and concluded **2/5/2026**  
by and between **Legion Fireworks Co., Inc. (\*Legion\*)** and **The Town of Liberty (\*Sponsor\*)**.

WITNESSETH: for and in consideration of the sum of One Dollar, each to the other in hand receipt of which is hereby acknowledged, and of the terms and conditions hereinafter mentioned, Legion and the Sponsor do actually and severally agree to perform their several covenants and to guarantee terms, conditions and payments of this contract.

Legion agrees to sell and furnish unto the Sponsor, a Fireworks Display in accordance with a program proposed and agreed upon at the time of the signing of this agreement, said Fireworks to be furnished for display on the following dates:

**7/4/2026** Rain Date: \_\_\_\_\_

Legion agrees to furnish unto the Sponsor experienced professional display operators to present the said display, said display operators to be agents of Legion and to act under instructions and directions of the Sponsor. Legion shall also provide display liability in the amount of \$5 Million dollars coverage (combined single limit) for protection against claims of bodily injury or property damage arising solely out of the operators of Legion.

The Sponsor agrees to procure and furnish, in accordance with Local or State Law, a suitable place to display the said fireworks. The Sponsor also agrees to secure all police, Fire, Local and State permits, and to arrange for any security bonds if required by Law in their community. In the interest of safety and to prevent damage to fireworks, claims of alleged negligence, or injury to its reputation; Legion reserves the right to determine inclement weather conditions which will prevent the giving of said display. The sponsor shall always have the right to postpone to a rain date ONLY ON condition of inclement weather. In the event a rain date is declined by the sponsor at the time of the signing of this agreement, the sponsor agrees to pay Legion a cancellation fee amounting to fifteen (15%) percent of the display price stated below. Said fee shall be for reimbursement to Legion for expenses incurred with display preparation, equipment rentals and display operator labor. The Sponsor agrees to furnish necessary Police and Fire protection, including crowd control and auto parking.

It is further agreed the Sponsor will provide a continuous barricade, rope line or snow fence to establish an ash fallout zone between spectators, parked automobiles or dwellings; and the place of discharge of fireworks. The only authorized persons in the fallout zone during the display shall be the professional display operators furnished by Legion. The Sponsor agrees to keep the fallout zone free of all persons during and immediately after the display to facilitate inspection for any dud fireworks by the display operators. Until the display site has been thoroughly inspected and cleaned, the Sponsor agrees to take all necessary precautions to guard and prevent persons from entering the display site area. The Sponsor hereby agrees to indemnify and hold harmless Legion from any personal injuries or property damage which result from the Sponsors failure to perform the obligations set forth in this paragraph.

The Sponsor agrees to pay Legion or its duly authorized agent for collection, the sum of **\$11,000.00** dollars said fireworks display. Payments to be made as follows: **\$11,000.00 Due immediately following the display.**

In the event of late payment, the Sponsor agrees to pay Legion a finance charge of Two (2%) percent per month on the unpaid balance. All payments shall be made by draft or certified check payable to the order of Legion Fireworks Co., Inc. unless otherwise specified and authorized in writing. Should Sponsor fail to pay to Legion the agreed upon contract price as specified above, as and for Legion's services, the Sponsor hereby agrees to pay any and all reasonable attorney's fees incurred as a result of collecting any and all sums due and owing pursuant to this agreement and further agrees to pay all disbursements, including but not limited to filing fees, process serving fees, investigative fees, and any other reasonably incurred disbursements and/or expense made in connection with the collection of monies due and owing Legion pursuant to this agreement. It is further agreed by the Sponsor that in the event of a lawsuit initiated for the purpose of collecting the agreed upon contract price as set forth in this agreement, the sponsor hereby waives any and all counter-claims and/or defenses thereto.

This contract shall not be construed to create a partnership between the parties or persons mentioned herein.

In the event of fire, accident, strikes, delay, flood, act of God or government or other causes beyond the control of Legion which prevent the delivery of said materials, the parties hereto release each other from any and all performances of the covenants herein contained and from damages resulting from breach thereof.

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS TO THIS AGREEMENT IN DUPLICATE THE DAY AND YEAR FIRST ABOVE WRITTEN.

ATTEST: LEGION FIREWORKS CO., INC.

SPONSOR:

*Roberta A. Theiss*

Roberta L. Theiss, President

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name / Title



**Legion Fireworks Co., Inc.**  
Display Pyrotechnics since 1920

**Invoice:** 2/5/2026

**Seller:**

Legion Fireworks Co., Inc.  
10 Legion Lane  
Wappingers Falls, NY 12590  
(845) 831 – 8328

**Customer:**

Town of Liberty  
120 North Main Street  
Liberty, New York 12754

**Fireworks Display: 7/4/2026**

Display Total	\$11,000.00
---------------	-------------

Display Deposit	N/A
-----------------	-----

---

Total Balance Due	\$11,000.00
-------------------	-------------

---

### **Essential Onboarding Materials ("Board Members")**

- Bylaws.
- Ethics code of standards of conduct
- Strategic plan and current budget.
- Board roster with contact information.
- Recent financial reports and audits.
- Conflict of interest, and confidentiality policies.
- Meeting schedule and committee descriptions.



## Sewer ordinance

Response to April 3, 2024 letter from the DEC

In response to the above referenced letter, the following recommendation adds language to Article V. Subsections 121-11 and 121-13 of our local law in order to be in compliance with State Law.

### SS 121-11. Permit Required

- A. No person shall uncover, make any connection with or opening into, use, alter, disturb or discharge into any public sewage system or appurtenance thereof without first obtaining a written permit from the Administrator or Town Board of the Town of Liberty where designated.
- B. New sanitary sewers and all extensions to sanitary sewers owned and operated by the Town of Liberty shall be designed by a professional licensed to practice sewer design in the State, in accordance with the Recommended Standards for Sewage Works, as adopted by the Great Lakes-Upper Mississippi River Board of State Sanitary Engineers ("Ten State Standards") and in strict conformance with all requirements of the NYSDEC. Plans and specifications shall be submitted to, and written approval shall be obtained from the Superintendent and the NYSDEC, before initiating any construction. The design shall anticipate and allow for flows from all possible future extensions or developments within the immediate drainage area.
- C. If, however, there is inadequate capacity in any sewer which would convey the wastewater or if there is insufficient capacity in the Publicly Owned Treatment Works ("POTW") treatment plant to treat the wastewater properly, the application shall be denied. Sewer line and POTW treatment plant current use shall be defined as the present use and the unutilized use which has been committed, by resolution, to other users by the Town Board. Any connection or extension by definition must seek DEC approval under Part 750.
- D. Sewer connection means a point of connection between a building, residence, or other structure and a public sewer except that any connection designed or intended to convey 2,500 gallons per day or more of sewage alone or in combination with storm water shall be considered a sewer extension.
- E. Sewer extension means a newly constructed or proposed sewer designed to serve one or more sewer connections.

### SS 121-13

- A. All costs and expenses in installing and connecting a private sewage system or building sewer to the district sewage system shall be borne by the applicant to meet the technical requirements, while the SPDES permittee is in the role of facilitating the Part 750 application to the DEC. The owner shall indemnify the district for any loss or damage that might be occasioned by the installation and connection of such public sewage system or building sewer.

## NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Region 3

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

P (845) 256-3000 | F (845) 255-3414

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

SENT VIA EMAIL ONLY: [supervisordemayo@townofliberty.org](mailto:supervisordemayo@townofliberty.org)

April 3<sup>rd</sup>, 2024

### Town of Liberty

120 N. Main St.

Liberty, NY12754

RE: Sewer Use Ordinance  
SWAN LAKE SD STP  
SPDES No. NY0030252

Dear Town Officials,

On 6/23/2023 NYSDEC sent a request for information (RFI) regarding sewer extensions to municipalities in the Region. After reviewing the responses to the RFI we found that several sewer extensions in NYSDEC Region 3 had been allowed to proceed without NYSDEC approval. The Department then conducted a review of your Municipality's local sewer ordinance dated July 10, 1986. Deficiencies were found in the approval requirements for new sewer extensions located in Article V Sections 121-11 and 121-12 of your municipality's Sewer Use Ordinance. Your municipality's current Ordinance does not currently require New York State Department of Environmental Conservation's (NYSDEC) approval for sewer extensions, as is required by 6 NYCRR 750-1.6(f).

6 NYCRR 750-2.9(a)(4) states "The permittee shall enact, maintain and enforce or cause to be enacted, maintained and enforced up-to-date and effective Sewer Use Law in all parts of the POTW service area. Such enactment and enforcement shall include intermunicipal agreements and/or other enforceable legal instruments that allow the permittee to control discharges, either directly or through jurisdictions contributing flows to the POTW, flow and loads to the POTW as well as discharges to the POTW."

The Department published a Model Sewer Use law in 1994 to aid municipalities in developing or modifying their local sewer use laws. This model law provides ideas and language. It is a model and a pattern for local laws. The model cannot be applied universally; it needs to be tailored to each municipality's needs. The specific language to be adopted by each municipality should be reviewed and approved by the municipality's attorney and other responsible municipal officials. The ideas in this model are derived from many sources and are designed to offer the best protection of the environment, the sewerage structures, and the persons who must operate the systems which manage the municipal wastewater. The Model Sewer Use Ordinance may be found here:

[https://extapps.dec.ny.gov/docs/water\\_pdf/modelseweruselaw.pdf](https://extapps.dec.ny.gov/docs/water_pdf/modelseweruselaw.pdf)



Department of  
Environmental  
Conservation

69 pages

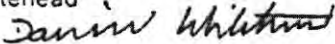

Section 501 of the Model Sewer Use Ordinance offers sample language for the approval of Sewer Extensions that ensures compliance with the Environmental conservation law. It is likely that other sections of your current Sewer Use Law may need to be updated as well. Please conduct a review of your Sewer Use Ordinance with the Model Sewer Use Ordinance as a guide and make any revisions needed to comply with the Environmental Conservation Law by November 1, 2024. Please provide a copy to this office upon enactment.

Thank you in advance for your attention to this matter. If there are any questions or concerns, please contact Douglas Upright at (845) 255-3760 or via email at [douglas.upright@dec.ny.gov](mailto:douglas.upright@dec.ny.gov).

Sincerely,

Douglas J. Upright, P.E.  
Professional Engineer I

ecc: Manju Cherian, P.E., NYSDEC  
WWTP Operator

DOW/DEP 1.2.5 / Interpretation and Implementation of 6 NYCRR 750-1.6(f)	
New York State Department of Environmental Conservation <b>DEC Program Policy</b>	
<b>Issuing Authority:</b> Daniel Whitehead Signature:   Carol Lamb Lafay Signature: 	<b>Title:</b> Director, Division of Environmental Permits   Director, Division of Water
<b>Date Issued:</b> JUN 29 2023	<b>Latest Date Revised:</b> New

## I. Summary

Section 750-1.6(f) of Title 6 of the Official Compilation of Codes, Rules and Regulations of the state of New York (6 NYCRR) allows a State Pollutant Discharge Elimination System (SPDES) permit for a sewage disposal system, or approval of a sewer extension, serving or intended to serve more than one separately owned property, to be issued only to a governmental agency, municipality, or sewage disposal corporation (SDC).<sup>1</sup> Section 750-1.6(f) allows for a variance from the regulatory permitting/approval requirements, *"in a particular case, subject to appropriate conditions, . . . where such variance is in harmony with the general purposes and intent of this Chapter."* With the use of "only" and "shall," the regulation includes a clear mandate to issue a SPDES permit, or sewer extension approval, to a governmental agency, municipality, or SDC, absent a variance.

Consequently, DEC prefers issuance of a SPDES permit, or approval of a sewer extension, to a governmental agency or municipality. DEC acknowledges that there are circumstances where ownership or operation of the facility by a governmental agency or municipality is not a viable option. Where the facts support such a conclusion, DEC prefers that a SPDES permit be issued, or sewer extension approval be granted, to a duly formed SDC. Additionally, while the regulations allow the Commissioner to grant a variance from the requirements of 6 NYCRR 750-1.6(f) upon written application, the granting of such a variance should be supported by specific facts showing why ownership or operation of the facility by a governmental agency, municipality, or duly formed SDC is not viable. This allows the variance to be consistent with the protections afforded by the SPDES program, with supportive and appropriate conditions recommended in this Policy. This Policy also outlines considerations for existing sewer extension approvals and existing sewage disposal systems with an issued SPDES permit.

<sup>1</sup> The terms *Sewage Disposal Corporation* (referenced in 750-1.6(f)) and *Sewage Works Corporation* (referenced in Article 10 of the Transportation Corporations Law) are considered equivalent in meaning. The term *Sewage Disposal Corporation* (SDC) is used in this document.

## **II. Policy**

This Policy is not intended to create any substantive or procedural rights, enforceable by any party in administrative or judicial litigation. DEC reserves the right to deviate from this Policy when, in its judgement, doing so would result in a net benefit to the people of New York State.

### **A. 6 NYCRR 750-1.6(f) applicability**

#### **1. Existing Sewer Extensions:**

Sewer extension approvals are granted one time (i.e., not renewed like SPDES permits) and, therefore, DEC has no opportunity to correct approvals that were not issued in compliance with 6 NYCRR 750-1.6(f). Should water quality issues arise with sewer extensions subject to prior approvals, the DEC will coordinate with the facility collecting or receiving the sewage to evaluate the situation and develop appropriate mitigation.

#### **2. Existing Sewage Disposal Systems:**

There have been instances where SPDES permits were issued for sewage disposal systems serving more than one separately owned property not in compliance with 6 NYCRR 750-1.6(f). For existing non-conforming permittees, DEC will require the permittee to apply for a variance at the time of the next permit renewal if they cannot form an SDC or connect to municipal sewers in a relatively short time. DEC should consider the information supporting the variance application, along with the current condition and management structure of the existing sewage disposal system. The modification would include appropriate conditions in a schedule to achieve compliance with 6 NYCRR 750-1.6(f) within the next five-year permit term<sup>2</sup>. This allows the sewage disposal system to continue to operate in accordance with its SPDES permit, while correcting the issue of noncompliance with 6 NYCRR 750-1.6(f). Additionally, the full permit term represents the shortest reasonable time sufficient for the permittee of the sewage disposal system to determine the most appropriate path to compliance with 6 NYCRR 750-1.6(f) and to complete all necessary actions. In accordance with 6 NYCRR 750-1.6(f), DEC may grant a variance if the application proves that the variance will not result in harm to the environment and will not have a negative impact on the local government's management of sewage. Therefore, as discussed above, a variance allowing a schedule for the formation of a SDC during the term of the renewed permit would typically be appropriate for existing systems that are operating properly but were permitted to a non-SDC entity.

#### **3. New sewer extension requests/ sewage disposal systems**

Through implementation of this policy DEC is taking affirmative steps to increase awareness of the obligations of 6 NYCRR 750-1.6(f) prior to the issuance of a new sewer extension approval or a SPDES permit for a new sewage disposal system. Implementation of this policy is consistent with the statutory and regulatory requirements of ECL section 17-0701(1)(b) and 6 NYCRR 750-2.10(b), ensuring that the construction of a new sewer extension or sewage disposal system (collectively, "facility" or "facilities") does not proceed until compliance with 6 NYCRR 750-1.6(f) is achieved. A SPDES permit or sewer extension approval cannot be issued unless the applicant meets 6 NYCRR 750-1.6(f).

<sup>2</sup> Although SPDES permits for discharges to groundwaters may be issued for up to a 10-year term, it may be prudent to limit permit terms for such systems to 5 years to ensure consistency in compliance schedules to address the SDC requirement.



With respect to any new facility, DEC prefers to encourage municipal ownership or operation of the facility. Where ownership or operation of the new facility by a governmental agency or municipality is not a viable option, a SPDES permit can be issued, or sewer extension approval be granted, to a duly formed SDC. In the rare circumstance, where the facts and circumstances support that a viable option does not exist for ownership or operation of the new facility by a governmental agency or municipality, or by a duly formed SDC, a variance may be issued to be consistent with the protections afforded by the SPDES program with supportive and appropriate conditions recommended in this policy.

#### **4. Facilities in Suffolk County**

Because of concerns with groundwater pollution from disposal of sewage, Suffolk County ("County") established the Suffolk County Sewer Agency ("Sewer Agency") in 1965 to oversee all matters relating to sewage collection, conveyance, treatment, and disposal within the county. One of the main responsibilities of the Sewer Agency is to approve and execute agreements ("Agreement") with private developers on the construction, operation and maintenance of their private wastewater treatment plants, collection systems, disposal areas ("System"), and sites upon which the Systems are situated. This includes systems that involve surface or subsurface discharges.<sup>3</sup> Among the various articles of that Agreement, Article 18 requires a private developer, upon completion of construction, to dedicate the entire System, along with all easements and/or rights of way required for access, to the County free of charge. In essence, the County owns the System, and should the developer fail to operate and maintain the System, the County can step in and provide maintenance, repairs, or any other services as necessary. Suffolk County, via agreement executed by the Sewer Agency, acts as a back-up owner or operator of the System and thereby satisfies 6 NYCRR 750-1.6(f). Therefore, all SPDES-permitted facilities under the purview of Suffolk County Sewer Agency meet the substantive requirements of 6 NYCRR 750-1.6(f). As a result, SPDES permits in Suffolk County issued to non-SDC entities satisfy the variance requirements provided that such entities have properly dedicated the systems as described above, or, in cases of new construction, have agreed in writing to dedicate the system upon construction completion. For the renewal of existing SPDES permits or the issuance of new SPDES permits to non-SDC entities, staff should verify with Suffolk County that the entity seeking the SPDES permit has dedicated the system.

#### ***B. Variance criteria/conditions***

Under 6 NYCRR 750-1.6(f), and after any necessary public notice in accordance with 6 NYCRR Part 621, the DEC may grant a variance if the application demonstrates that the variance will not result in harm to the environment and will not have a negative impact on the local government's management of sewage. For all variance applications, DEC should consider if the entity has exhausted all reasonable alternatives before considering the variance request.

The applicant should provide detailed information and documentation about the options considered and efforts made to comply with 6 NYCRR 750-1.6(f). To support the request, the variance application should include the following types of information:

- a. summaries of any meetings/calls with the relevant municipality or governmental agency(s);
- b. responses of the municipality or governmental agency(s) and rationale for any determinations made by those entities;
- c. documentation of attempts made by the applicant/permittee to satisfy the requirements of the

---

<sup>3</sup> Suffolk County also has SPDES permitting authority for subsurface disposal systems. However, SPDES permitting authority for disposal systems with a surface discharge remains with DEC.

- municipality or governmental agency(s);
- d. if ownership by a municipality or governmental agency is not a viable option, then an explanation as to why it is not a viable option and details of the steps taken to form an SDC, and
- e. justification for why a variance is necessary.

Under 6 NYCRR 750-1.6(f), in granting or denying the variance application, DEC should determine if "the variance is in harmony with the general purposes and intent of this Chapter." To that end, the applicant for a variance must demonstrate that the variance will not result in harm to the environment and will not have a negative impact on the local government's management of sewage. In evaluating the variance application, DEC should consider whether the entity:

1. is permanent and formed with the intent of being responsible for the operation and maintenance of the sewage disposal system or sewer extension;
2. possesses a certificate of incorporation bearing a stamp showing the New York State Department of State accepted the filing;
3. has a requirement for mandatory membership for initial and subsequent users of the sewage disposal system or sewer extension;
4. has authority to access, as required, individual lots and common areas to make repairs and undertake construction related to the sewage disposal system;
5. has authority to sell or dedicate the facilities in the future if there is an expansion of the public sewage system by the local governing body which may allow for assumption of the private sewage disposal system;
6. has authority to set fees, dues, and assessments for maintenance and replacement of facilities and improvements, and to enforce its rights to collect the fees. Has provisions to ensure that service charges, rates for services, or increases will be reasonable and adequate, consistent with those of the local governing body, and renewable every five years; and
7. has authority and a mechanism to amass reserve funds, or an ability to borrow funds, to make capital improvements and repairs.

Additionally, DEC should consider whether, for a new facility, the entity applying for the variance demonstrates that it:

8. conforms to local design and engineering specifications so that the system/extension would be compatible and meet local and state law;
9. has obtained, as appropriate, consent of the local governing body or the local Department of Health for the construction and operation of the sewage disposal system or sewer extension in accordance with the approved plans and specifications;
10. has a licensed professional engineer, hired by the entity or one employed by the local governing body, retained to a) monitor the plans and construction of the sewage disposal system or sewer extension, b) perform inspections at reasonable intervals during and after construction, and c) report to the local governing body;
11. has a licensed professional engineer certify that construction of the sewage disposal system or sewer extension was completed in accordance with the approved plans and specifications;
12. has a written warranty by the builder to guarantee performance of the sewage disposal system or sewer extension for not less than 5 years;
13. has a bond for the construction of the sewage disposal system or sewer extension, as well as for the operation and maintenance of the sewage disposal system or sewer extension for an appropriate period of time, but not less than 5 years. In the event additional hookups are approved, additional bonding should be required. Pursuant to 6 NYCRR 750-1.6(f) bonding



- may be appropriate for new sewage disposal systems or sewer extensions in order to ensure proper construction and completion in order to protect the users; and
- 14 as an alternative to 11 and 12 above, has a contingency plan in the event that it fails to complete construction and/or operate and maintain the sewage disposal system or sewer extension in accordance with all applicable laws, rules and regulations or is otherwise in default or abandons the system or extension.

### III. Purpose and Background

Article 10 of the New York State Transportation Corporations Law (TCL) was enacted to authorize a means of providing sewer services to multiple property owners in areas of the state not served by a publicly owned treatment works. The law allows land development that generates sewage to proceed in a manner that protects human health and the environment, protects users who rely on the system, and preserves the local government's fiscal resources and ability to oversee development. These protections include local government oversight and cost recovery during the design and construction phase of the project through the operation and maintenance of the completed system. Other protections include performance guaranty bonding and the right of local governments to take over operation and maintenance of the system should it be abandoned. 6 NYCRR 750-1.6(f) addresses those same concerns and implements these same considerations.

*6 NYCRR 750-1.6(f) - A permit for a sewage disposal system or approval of a sewer extension serving or intended to serve more than one separately owned property shall be issued only to either a governmental agency, municipality, or sewage disposal corporation formed and regulated pursuant to article 10 of the Transportation Corporations Law. The commissioner may, on written application, grant a variance from this provision in a particular case, subject to appropriate conditions, including bonding requirements, where such variance is in harmony with the general purposes and intent of this Chapter. (Emphasis added)*

As explained above in the Policy section, DEC prefers issuance of a SPDES permit, or approval of a sewer extension, to a governmental agency or municipality. They are typically long-standing, established entities with taxing authority, with an inherent organizational structure and experience serving constituents, that well positions them to be able to properly maintain and operate a system or sewer extension long-term. However, DEC acknowledges that there are situations when it is necessary for a properly organized and operated SDC to be issued the SPDES permit or receive approval for a sewer extension. A SDC provides a structure that is intended to avoid disputes or poor coordination between separate property owners or by organizations or interests that can be transient, and which, if not checked, may lead to improper sewage treatment or failure of the sewage disposal system. Finally, in the rare circumstance, where the facts and circumstances support that a viable option does not exist for ownership or operation of the new facility by a governmental agency or municipality, or by a duly formed SDC, a variance may be issued by DEC to be consistent with the protections afforded by the SPDES program with supportive and appropriate conditions recommended in this policy.

### IV. RESPONSIBILITY

This policy was drafted by Central Office staff in the Division of Water (DOW) and the Office of General Counsel (OGC) in consultation with staff from the Division of Environmental Permits (DEP) and the

nine regions. Central Office DOW and DEP staff will be responsible for administering and updating this policy.

Primary responsibility for interpretation and implementation will rest with DOW and DEP staff processing applications for SPDES permits and DOW staff involved in the review of sewer extensions. Consultation with staff from OGC may also be necessary on a case-by-case basis.

## **VI. RELATED REFERENCES**

Environmental Conservation Law, Articles 8, 17, and 70

Transportation Corporations Law, Articles 1 and 10

6 NYCRR Part 750

6 NYCRR Part 617

6 NYCRR Part 621



## Unofficial New York Codes, Rules and Regulations

6 CRR-NY 750-2.9

NY-CRR

STATE COMPILATION OF CODES, RULES AND REGULATIONS OF THE STATE OF NEW YORK  
TITLE 6. DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
CHAPTER X. DIVISION OF WATER RESOURCES  
SUBCHAPTER A. GENERAL  
ARTICLE 3. STATE POLLUTANT DISCHARGE ELIMINATION SYSTEM  
PART 750. STATE POLLUTANT DISCHARGE ELIMINATION SYSTEM (SPDES) PERMITS  
SUBPART 750-2. OPERATING IN ACCORDANCE WITH A SPDES PERMIT AND POSS REGISTRATION

6 CRR-NY 750-2.9

6 CRR-NY 750-2.9

### 750-2.9 Additional conditions applicable to a publicly owned treatment works (POTW).

#### (a) General.

(1) In addition to the requirements set forth in this Subpart, all POTWs must provide adequate notice to the department of the following:

(i) As set forth in department guidance on what is a substantial change in volume or character of pollutants introduced into a POTW, any such change.

(ii) For purposes of this paragraph, adequate notice shall include information on:

(a) the quality and quantity of effluent introduced into the POTW; and

(b) any anticipated impact of the change on the quantity or quality of effluent to be discharged from the POTW.

(2) If the department determines, on the basis of a notice provided pursuant to paragraph (1) of this subdivision and any related investigation, inspection or sampling, that a modification of a permit is necessary to assure maintenance of water quality standards and guidance values or compliance with other provisions of ECL article 17, this Part, or the act, then the department may propose such a modification. Unless the department determines that such permit modification is unnecessary, the noticed act is prohibited until the permit has been modified pursuant to Part 621 of this Title.

(3) The permittee shall identify all inflow to the tributary system and remove excessive infiltration/inflow to an extent that is economically feasible.

(4) The permittee shall enact, maintain and enforce or cause to be enacted, maintained and enforced up-to-date and effective Sewer Use Law in all parts of the POTW service area. Such enactment and enforcement shall include intermunicipal agreements and/or other enforceable legal instruments that allow the permittee to control discharges, either directly or through jurisdictions contributing flows to the POTW, flow and loads to the POTW as well as discharges to the POTW.

(5) New connections to a publicly owned sewer system or a privatized municipal sewer system are prohibited when the permittee is notified by the department:

(i) that the discharge(s) regulated by a SPDES permit create(s) or is likely to create a public health or potential public health hazard, a contravention of water quality standards or guidance values or the impairment of the best use of waters, as determined by the commissioner; or

(ii) that the permittee has failed or is likely to fail to carry out, meet or comply with any limit or requirement of the permit, compliance schedule, order of the department, judicial order, or consent decree.

(6) The provisions provided for in paragraph (5) of this subdivision shall remain in effect until the permittee can demonstrate to the department's satisfaction and approval that adequate available capacity exists in the plant and that the facility is in full compliance with all of the effluent limitations required by the permit.

#### (b) National pretreatment standards.

Section 505B - Test Section  
Section 505C - Test Period  
Section 505D - Pipe Lamping  
Section 505E - Deflection Testing  
Section 505F - Air Testing Alternative  
Section 505G - Vacuum Testing Alternative  
Section 506A - Force Mains  
Section 506B - Force Main Testing  
Section 507 - Final Acceptance and Warranty/Surety  
Section 508 - Liability Insurance Coverage During Construction Period

Incorporate this  
language into our  
local law Article V.  
3121-11 B.

<sup>Town of Liberty</sup>  
**Section 501 - Proper Design** New sanitary sewers and all extensions to sanitary sewers owned and operated by the (-CVT-) shall be designed, by a professional licensed to practice sewer design in the State, in accordance with the Recommended Standards for Sewage Works, as adopted by the Great Lakes - Upper Mississippi River Board of State Sanitary Engineers ("Ten State Standards"), and in strict conformance with all requirements of the NYSDEC. Plans and specifications shall be submitted to, and written approval shall be obtained from the Superintendent, the (-Cty-) County Health Department, and the NYSDEC, before initiating any construction. The design shall anticipate and allow for flows from all possible future extensions or developments within the immediate drainage area.

No count  
agency

If, however, there is inadequate capacity in any sewer which would convey the wastewater or if there is insufficient capacity in the POTW treatment plant to treat the wastewater properly, the application shall be denied. Sewer line and POTW treatment plant current use shall be defined as the present use and the unutilized use which has been committed, by resolution, to other users by the (-CVT-) Board.

#### **Section 502 A - New Sewers Subject to Approval, Fees, Inspection, Testing, and Reporting**

When a property owner, builder, or developer proposes to construct sanitary sewers or extensions to sanitary sewers in an area proposed for subdivision, the plans, specifications, and method of installation shall be subject to the approval of the Superintendent, and the (-Cty-) County Health Department, in accordance with Section 501. Said property owner, builder, or developer shall pay for the entire installation, including a proportionate share of the treatment plant, intercepting or trunk sewers, pumping stations, force mains, and all other (-CVT-) expenses incidental thereto. Each street lateral shall be installed and inspected pursuant to Article 6, and inspection fees shall be paid by the applicant prior to initiating construction. Design and installation of sewers shall be as specified in Section 503, and in conformance with Paragraphs 3 through 6 of ASTM Specification C-12. The installation of the sewer shall be subject to periodic inspection by the Superintendent, without prior notice. The Superintendent shall determine whether the work is proceeding in accordance with the approved plans and specifications, and whether the completed work will conform with the approved plans and specifications. The sewer, as constructed, must pass the infiltration test (or the exfiltration test, with prior approval), required in Section 505, before any building lateral is connected thereto. The Superintendent shall be notified 30 days in advance of the start of any construction actions so that such inspection frequencies and procedures as may be necessary or required, may be established. No new sanitary sewers will be accepted by the (-CVT-) Board until such construction inspections have been made so as to assure the (-CVT-) Board of compliance with this Law and any amendments or additions thereto. The Superintendent has the authority to require such excavation as necessary to inspect any installed facilities if the facilities were covered or otherwise backfilled before they were inspected so as to permit inspection of the construction. The Superintendent shall report all findings of inspections and tests to the (-CVT-) Board.

read by the Town's personnel.

- I. In the event any amount billed by the Town remains unpaid after 30 days of the date of the invoice, the property owner shall be charged a ten-percent penalty. Any unpaid balance remaining after 60 days of the date of the invoice (inclusive of the aforesaid penalty) shall be subject to an additional ten-percent penalty.
- J. Any unpaid balance remaining as of November 1 of each year shall be relieved on the property owner's next tax bill.
- K. If any balance is not paid in full within 90 days of the date of invoice, the agreement shall terminate upon notification of the property owner by the Town.

## Article V. Building Sewers and Connections

### § 121-11. Permit required.

- A. No person shall uncover, make any connection with or opening into, use, alter, disturb or discharge into any public sewage system or appurtenance thereof without first obtaining a written permit from the Administrator or Town Board of the Town of Liberty where designated.

(Add B-E)

### § 121-12. Permit classes; application; fees.

There shall be two classes of building sewer permits: one for residential and commercial service and one for service to establishments producing industrial wastes. In either case, the owner or his or her agent shall make application on a special form furnished by the Administrator. The permit application shall be accompanied by plans, profiles, specifications or other information considered pertinent by the Administrator. All permit applications for service to establishments producing industrial wastes shall be subject to the Town Board of the Town of Liberty approval after a public hearing. A permit and inspection fee for a residential or commercial building sewer permit or for an industrial building sewer permit in the amount prescribed in a fee schedule<sup>[1]</sup> adopted by the Town Board of the Town of Liberty shall be paid to the district at the time that the application is filed.

[1] *Editor's Note: A fee schedule is located in Chapter A152, Fees.*

### § 121-13. Connection costs; indemnification; connections in public streets.

- Revised*
- A. All costs and expenses in installing and connecting a private sewage system or building sewer to the district sewage system shall be borne by the owner. The owner shall indemnify the district for any loss or damage that might be occasioned by the installation and connection of such public sewage system or building sewer.
  - B. Connections to the public sewer system within public streets or public rights-of-way shall be done by the Town at the expense of the owner. The sewer line shall be extended by the Town to the edge of the public street or public right-of-way capped and marked for extension by the property owner.

### § 121-14. Separate building sewer required.

A separate and independent building sewer shall be provided for every building, except where one



**supervisordemayo townofliberty.org**

---

**From:** Mary Beth Bianconi <mbbianconi@delawareengineering.com>  
**Sent:** Friday, January 16, 2026 10:04 AM  
**To:** supervisordemayo townofliberty.org  
**Cc:** dohman@delawareengineering.com  
**Subject:** RE: Sewer LL

Hi Frank,

In addition to the language you have suggested, it would be prudent to add the balance of the text under Part 501 of the model sewer use law:

If, however, there is inadequate capacity in any sewer which would convey the wastewater or if there is insufficient capacity in the POTW treatment plant to treat the wastewater properly, the application shall be denied. Sewer line and POTW treatment plant current use shall be defined as the present use and the unutilized use which has been committed, by resolution, to other users by the (-CVT-) Board.

In addition, here's the language from 6 NYCRR Part 750.1 that you may want to include with respect to which sewer connections require review and approval:

(82) *Sewer connection* means a point of connection between a building, residence, or other structure and a public sewer except that any connection designed or intended to convey 2,500 gallons per day or more of residential sewage alone or in combination with storm water shall be considered a sewer extension.

(83) *Sewer extension* means a newly constructed or proposed sewer designed to serve one or more sewer connections.

We usually modify this to delete the 'residential' in (82) and state that any connection or extension by definition (so over 2,500 gpd) must seek DEC approval under Part 750.

We further place the work on the applicant for the connection or extension to meet the technical requirements, while the SPDES permittee is in the role of facilitating the Part 750 application to the DEC.

Hopefully, that's helpful.

Mary Beth

**From:** supervisordemayo townofliberty.org <supervisordemayo@townofliberty.org>  
**Sent:** Friday, January 16, 2026 9:44 AM  
**To:** Mary Beth Bianconi <mbbianconi@delawareengineering.com>  
**Cc:** Dave Ohman <dohman@delawareengineering.com>  
**Subject:** Sewer LL

Good Morning Mary Beth,

I hope all is well and you had a good start to the New Year.

Dave suggested I run this by you since you and he were just talking about this. It's one of those issues that has been lingering and I'm finally getting around to it.  
It seems to be a simple addition to our LL. Any input you can provide would be appreciated.

Thanks and enjoy the day!  
Frank

Frank DeMayo  
Town of Liberty Supervisor  
120 N Main Street  
Liberty NY 12754  
(845) 292-5111

*Confidentiality Notice: This e-mail message, including attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message and attachments. Do NOT forward it to a third party without the written consent of the sender. The Town of Liberty is a public entity; consequently, this email may be subject to disclosure under the Freedom of Information Law. Thank you.*