

JOSHUA POTOSEK
COUNTY MANAGER
Joshua.Potosek@co.sullivan.ny.us

TEL: 845-807-0450
FAX: 845-807-0460



RECEIVED

MAR 08 2017

TOWN OF LIBERTY
SUPERVISOR'S OFFICE

SULLIVAN COUNTY MANAGER'S OFFICE

SULLIVAN COUNTY GOVERNMENT CENTER
100 NORTH STREET, P.O. BOX 5012
MONTICELLO, NY 12701-5192

March 3, 2017

Supervisor Charlie Barbuti
Town of Liberty
120 North Main Street
Liberty, New York 12754

Dear Supervisor Barbuti,

Sullivan County has initiated the process to develop an application for a Countywide Resiliency Planning Grant. This opportunity has been made available through the New York State Department of State and provides up to \$250,000 per application. A Resiliency Plan would support updates to two existing county-wide planning documents which are approaching the end of their intended use time frames: the Multi-Jurisdictional Hazard Mitigation Plan and the Sullivan 2020 Comprehensive Plan. As per the grant announcement, a successful plan should include assessment of risk to key assets, projects and actions to restore and increase the resilience of key assets, protection of vulnerable populations, projects with economic growth co-benefits, regional coordination, and detailed implementation agendas.

In order for the County to be successful in the development of this plan, it is imperative that we have the participation and cooperation of all municipalities. Your knowledge of your communities is extremely important, and that is why I am asking for your support. Should the County be successful in securing this funding we will be seeking your input on what should be included in the plan, as well as potential projects and actions to address the risks that are identified. Assistance from town and village officials will also be critical during the process of hosting community forums and facilitating the participation from members of the public.

Your support of this initiative would be greatly appreciated. A brief survey is attached to this letter requesting information related to the impacts that extreme weather events have had on your municipality, recovery and mitigation mechanisms, and potential benefits of a countywide resiliency plan. The survey is also available online at https://www.surveymonkey.com/r/?sm=GkayaXsWNoTKC27Z9qsjH_2FzgRgWQHyrHbkP0tN_2Bb0U0_3D. I am also requesting a letter of commitment indicating your municipality will be a willing participant in the planning process. This letter and information gleaned from the survey will be included in the grant application packet.

If you have any questions please feel free to contact my office at (845) 807-0450.

Sincerely,



Joshua Potosek
County Manager

TOWN OF LIBERTY ASSESSOR'S OFFICE



DEBORAH S. SHEA- Sole Assessor

120 North Main Street
Liberty, New York 12754-1893
d.shea@townofliberty.org

845-292-4843
Fax 845-292-2562

DEPARTMENT HEAD REPORT

Legal Notice is posted outside the clerk's office and in the newspaper twice before April 1st for assessment inventory. I am getting ready to send the tentative 2017 roll by the middle of April for printing.

I am also gearing up, gathering sales data for grievance day. Doing grievance recollects for owners not available on the weekends.

-submitted 3/29/2017

Town of Liberty Finance Office
120 North Main Street
Liberty, NY 12754
(845) 292-5772
c.gerow@townofliberty.org

DATE: March 31, 2017
TO: Supervisor Barbuti and Town Board Members
FROM: Earl Bertsch/Cheryl Gerow
RE: March Monthly Report

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

1. Completed and submitted 2016 Annual Financial Report to the State
2. Began processing seasonal employees (2 to date)
3. Attended Annual GFOA Conference
4. Met with Cornerstone Telephone Company
5. Submitted Quarterly Reports for Town and Village to both the State and County
6. Worked with Delaware Engineering to close out Loomis Sewer Project
7. Researched minimum wage requirements for seasonal employees
8. Processed unused sick time payments to three former employees
9. All other daily duties and responsibilities

**TOWN OF LIBERTY
HIGHWAY DEPARTMENT
DEPARTMENT HEAD REPORT
March 2017**

March 1	-	Clean up trees from storms
March 2	-	Work on trucks/equipment in shop Patch Cut brush
March 3	-	Check beaver dams Cut brush Patch
March 4	-	Called in at 4AM Sand
March 6	-	Work on trucks/equipment in shop Check beaver dams Get trucks ready for storm
March 7	-	Called in at 3AM Sand
March 8	-	Cut Brush Patch
March 9	-	Cut brush Patch
March 10	-	Called in 4AM Plow/sand
March 13	-	Prepare trucks/equipment for storm
March 14	-	Called in 4AM Plow/sand
March 15	-	Called in 3AM Plow/sand
March 16	-	Called in 4AM Plow/sand
March 17	-	Called in 5AM Plow/sand

March 19	-	Called in 4AM Plow/sand
March 20	-	Work on trucks/equipment in shop
March 21	-	Cut brush Patch Work on truck/equipment in shop
March 22	-	Check Roads Sand
March 23	-	Work on trucks/equipment in shop
March 24	-	Sand Roads-freezing rain
March 26	-	Called in 5AM-freezing rain Sand
March 27	-	Sand all roads
March 28	-	Ditch parks Rd Patch
March 29	-	Ditch Lenape Lake Rd Patch

Account#	Account Description	Fee Description	Qty	Local Share
	Health Insurance	Highway Fund DA	1	0.00
			Sub-Total:	\$0.00
A1255	Conservation	Conservation	1	1.38
	Marriage License	Marriage License Fee	4	70.00
	Permits	Junk Yard	2	500.00
		Refuse Collection	3	300.00
	Small Sales	EZ Pass	3	75.00
		Marriage Certificate	6	60.00
			Sub-Total:	\$1,006.38
A1620.4	Small Sales	Photo Copies	32	12.25
			Sub-Total:	\$12.25
A1670.4	Central Printing & Mailing	Postage	1	2.03
			Sub-Total:	\$2.03
A2544	Dog Licensing	Exempt Dogs	1	0.00
		Female, Spayed	9	43.50
		Female, Unspayed	1	7.50
		Male, Neutered	8	42.00
		Male, Unneutered	2	20.00
			Sub-Total:	\$113.00
B2115	Building Fees	Special Use	6	600.00
		Subdivision	1	150.00
			Sub-Total:	\$750.00
B2770	Building Fees	Building Permit	4	490.00
		Municipal Search	9	500.00
			Sub-Total:	\$990.00
			Total Local Shares Remitted:	\$2,873.66
Amount paid to:	Highway Fund DA			569.94
Amount paid to:	Ny State Dept. Of Health			90.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program			26.00
Amount paid to:	NYS Environmental Conservation			23.62
Total State, County & Local Revenues:	\$3,583.22	Total Non-Local Revenues:	\$709.56	

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

DEPARTMENT HEAD REPORT
WATER & SEWER DEPARTMENT
April 3, 2017

1. Water & Sewer responded to a broken water main on Clements Road on March 8, 2017. Found was an 18 inch split in the 4 inch 1940's cast iron main. I would like to thank Matt DeWitt & Tim Pellam for trucking road material to repair the roadway at the end of the repair.
2. New sewer meters were delivered to the Swan Lake Sewer Plant and two of the three have been installed by Town staff and are awaiting the salesman to calibrate the 2, and we will take the last meter still working off line and install the new one at that time to complete the upgrade.
3. N Y Rural Water people will be at Swan Lake Sewer Plant on Thursday March 30 to conduct an energy survey at the plant. More information to follow after compilation of the info from the survey.
4. New culverts have been ordered for the Swan Lake Sewer Plant driveway. The three 24 inch pipes were galvanized pipe and the main driveway has started to fail due to the pipes failing under it. Spoke with Kevin Austin & Matt DeWitt and the highway Dept will assist Water & Sewer with replacement after the spring melt.
5. Bid opening for W S S Phase 6 was moved to Friday March 31, 2017 due to some changes from the N Y S DOT. Bids to be opened at 10am on that day.
6. Water leak at the DiBella water line in Ferndale was repaired by TAM Enterprises with assistance from Rich Winters from NY Rural Water. This leak was on a private water line that was installed by a contractor on private property to one single home. There are 4 homes that are each fed on their own individual line from a meter pit owned by the original builder. In this case, as homes were split up and sold, no easements were given to make repairs to the connecting pit. In this case, a split in the water line was found by Tam Excavating approximately 35-40 feet from the master pit. This type of installation is done when trailers on slabs are put in, due to heated areas to put water meter and long runs from Town water sources due to high copper prices. With the installation of plastic lines, some type of tracing wire or tape needs to be installed at the time of installation for anyone to know where it goes after installation

7. Update on future Phase work in the W S S district-May require 3 more phases.
Phase 8 finish WS Rd from Cutler RD to water tank-1300 feet.
Shore Rd from Rt 52 to WSS Well house-1486 feet.

Phase 9 Finish Shore Rd to wells, depending on the bids.
Worden Lane across Rt 52 & Up Boyd Rd-809 feet to hydrant
1650 feet whole rd.

Phase 10 Dahlia Rd from Rolling Meadows. This main is partial transcite to cast.
Unknown how far without some test digs. Maybe 670 feet?

Replacement of welded steel storage tank that requires painting every 20 years at a substantial cost, to concrete or glass lined.

8. We are resending sewer meter install information out for a SECOND time to Green Hills and Village Green Estates, both of whom never signed for the certified letters originally sent out in November and JUST NOW returned to us by the USPS. These 2 properties are the only ones of the 10 required installations, that didn't receive the notifications the first time.

**APPLICATION
FOR A LICENSE TO OPERATE AN AUTOMOBILE
JUNK YARD BUSINESS**

Made Pursuant to 136 of the General Municipal Law

TO THE TOWN BOARD OF THE TOWN OF LIBERTY:

The Undersigned hereby makes application for a license to conduct an automobile junk yard business on land located in said town described as follows _____

_____ Gary Zalkin / Liberty Scrap Metal
Fishman Rd. Parksville, NY 12768
33 Willey Ave. Liberty, NY 12754
(include location of land with reference to nearest public highway)

Said land is owned by Zalkins Associates LLC

If other than applicant, state the nature of the right of the applicant to occupancy of land, duration and terms of lease to applicant and other pertinent facts N/A

Applicant is sole owner of business: Yes No _____
His address is _____

If applicant is a partnership, state names and addresses of all partners: _____
N/A

If applicant is a corporation, state names and addresses of all of the officers and principal place of business: N/A

State previous experience of applicant in conducting an automobile junk yard business _____
Scrap metal business for 30 yrs

Has applicant ever been convicted of any type of larceny or of receiving stolen goods? Yes _____
No State details: _____

Describe fence, screening, gate and locking devices surrounding junk yard, if a new one _____
Surrounding buildings on property

Describe fence, screening, gate and locking devices surrounding junk yard, proposed to be installed by April next, if and established one _____

If yard is adjacent to a public highway, is fence at least 50 feet there from: Yes No . Distance from any church, school, hospital, public building or place of assembly: _____ feet.

Stipulations:

In making this application the applicant agrees that, if granted the license applied for, he will conduct the automobile junk yard in the manner provided in Section 136 of the General Municipal Law, that he will not conduct same after April 1 next without applying for a renewal thereof and that he will not sell, assign or transfer any license issued pursuant hereto or any renewal thereof.

License fee of \$250.00 accompanies this application.

Dated 3/20 _____, 17 _____.

Mary Zalkin
(Applicant Sign Here)

Sworn to before me this 20th day of March _____, 2017 _____.

LAURIE DUTCHER
Notary Public - State of New York
No. 01DU6169489
Qualified in Sullivan County
My Commission Expires June 25, 2019

Laurie Dutcher
Notary Public

Certificate of Town Board

This is to certify that the land on which the automobile junk yard is proposed to be located here under is not within an established district restricted against such uses or otherwise contrary to the prohibitions of the Zoning Ordinance of the Town of Deputy _____.

Dated _____, _____.

Title

Delaware Liquor License Services

PO Box 704
Liberty, New York 12754
845.798.5857



Ms. Laurie Dutcher, Town Clerk
Town of Liberty
120 North Main Street
Liberty, New York 12754

March 17, 2017

via Hand Delivery

Dear Ms. Dutcher:

As required by the Alcohol Beverage Control Law, Section 64, subdivision 2a, please take notice of the intention to file an application for a Summer Liquor License with the New York State Liquor Authority for the consumption of liquor, wine and beer on premises.

The license application will be filed under CREEKSIDE GRILL LLC. The applicant premise is located at 857 Parksville Road, Parksville, New York 12768. Attached you will find the Original Application Notice Form as required by the Authority offering further information about the applicant premises.

If there is no objection by the Town Board to the filing of this application, I respectfully request a waiver of this thirty day notice in order to expedite the application process with the Liquor Authority.

I represent this entity in the filing of this application. If you have questions or concerns, please contact me at 845-798-5857. Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Lynn Killian". The signature is written in black ink and is positioned above the printed name.

Lynn Killian,
Representative

cc: CREEKSIDE GRILL LLC



**Town of Liberty
Supervisor's Report
February, 2017
Bank Account Reconciliation Information**

Name	Bank	Account #	Total
General Fund	First Niagara	*183	2,250,770.06
Highway Fund	First Niagara	*191	3,172,186.26
Highway Funds	CHB	*893	70,976.26
Capital Reserve Fund	TD Banknorth	*521	707,102.10
Capital Reserve Fund	NBDC	*701	966,895.34
Street Light Districts	CHB	*555	61,583.20
Water & Sewer Districts	First Niagara	*205	1,411,756.57
Trust & Agency	First Niagara	*744	29,234.15
Central Checking	First Niagara	*175	-0-
Health Insurance	Jeff Bank	*993	15,433.47
Valuation Update Reserve	Jeff Bank	*815	2,942.40
Payroll Account	Jeff Bank	*310	-0-
Payroll Withholding	Jeff Bank	*174	432.40
NYS Comm. Dev. Block Grant	First Niagara	*418	-0-
Grant Account	First Niagara	*0212	6.73
		Total	\$ 8,689,318.94
CDs:			
First Niagara			-0-
CHB			\$414,500.00
JEFF BANK			\$250,000.00
		Total	\$664,500.00