

## REGULAR MONTHLY MEETING

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

DATE: February 19, 2025

TIME: 6:30 P.M.

FRANK DEMAYO, SUPERVISOR

VINCENT MCPHILLIPS, COUNCILMEMBER

LAURIE DUTCHER, TOWN CLERK

JOHN LENNON, COUNCILMEMBER

DEAN FARRAND, COUNCILMEMBER

BRUCE DAVIDSON, COUNCILMEMBER

### PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE IN MEMORY OF DICK MARTINKOVIC.

### CORRESPONDENCE

#### INCOMING:

1. Correspondence from the NYS Dept. of Transportation notifying the Town of the decision to lower the speed limit on White Sulphur Springs Rd. to 45 mph with the County being responsible for the signage.
2. Correspondence from the NYS Dept. of Environmental Conservation regarding the Paramount Pond Dam.
3. Correspondence from the NYS Dept. of Environmental Conservation regarding the Tanzman Lake Dam.
4. Correspondence from Dan Fagnani of Delaware Engineering regarding the Swan Lake/Briscoe Rd. Sewer Plant Upgrade.
5. Correspondence from NYOAT New York Association of Towns 2024 Laws Digest.
6. Correspondence from the Liberty Joint Fire District Activated Fire Alarms.
7. Correspondence from Nancy Levine regarding a question about the sewer repair costs.

#### OUTGOING:

### NEW BUSINESS

1. Motion to approve the following monthly reports:
  - Town Clerk's Report 1/25
  - Revenue & Expense Report 1/25
  - Supervisor's Report 1/25

2. Motion to approve the following audit:
  - February, 2025 Abstract Claims #146 to #300 totaling \$658,752.11.
  - January, 2025 General Ledger Abstract Claims #1 to #39 totaling \$1,489,118.38.
  - January, 2025 Post Audit Claims #118 to #145 totaling \$458,022.15
3. Motion approving (12) Refuse Collection License for Waste Management of Beach Lake.
4. Motion approving the 1/22/25 minutes as submitted by the Town Clerk.
5. Motion to approve resolution in memory of Dick Martinkovic.
6. Motion authorizing the Supervisor to execute agreement with RCAP Solutions Community Service Agreement.
7. Motion authorizing the Supervisor to submit a Sullivan 180 Grant Inter-municipal for up to \$20,000.
8. Scoring the Request for Qualifications (RFQ) for Engineering Services for the Liberty Business Park (Old Rt. 17) Corridor Infrastructure Upgrades.
9. Motion to create a policy notifying town employees when the Town responds to a FOIL request concerning their disciplinary records.
10. Motion authorizing the repair of an actuator for the Loomis Sewer District at a maximum estimated cost of \$7,800.00 and payment from the Loomis Sewer District Capital Reserve Fund.

## DISCUSSION

1. Climate Smart resolution.
2. Assessor & Building Dept. move.
3. Sullivan County Infrastructure Grant Program.
4. Swan Lake Sewer.

## OLD BUSINESS

### UNDER REVIEW

1. Shipping Containers
2. Fence In/Fence Out
3. Indian Lake Sewer Plan.
4. NYSEG support letter.

### IN PROGRESS

1. Converting and moving the Building Department and the Assessor's Office to the Park & Recreation Building.
2. Fines (*Sent to KK 9/17/24*)
3. Illegal dumping of garbage.
4. Delaware Town/Village Water Sewer Study.
5. Walnut Mt. Pavilion.
6. Solar Moratorium in the Commercial Industrial Zone.
7. Human Resource (HR).

PUBLIC PARTICIPATION

BOARD DISCUSSION

EXECUTIVE SESSION

- Personnel

ADJOURN



## Department of Transportation

KATHY HOCHUL

Governor

MARIE THERESE DOMINGUEZ

Commissioner

ANDREW D. STILES, P.E.

Regional Director

January 14, 2025

RECEIVED

FEB 02 2025

TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

Mr. Edward McAndrew, P.E. Commissioner  
Sullivan County Government Center  
100 North Street  
PO Box 5012  
Monticello, NY 12701

Dear Commissioner McAndrew:

**RE: REQUEST FOR A SPEED LIMIT REDUCTION  
WHITE SULFUR ROAD CR 143  
TOWN OF LIBERTY, SULLIVAN COUNTY**

This is a follow up to our letter dated August 27, 2024. The Traffic Safety and Mobility Office (TSMO) has completed their review.

With such an extremely low traffic volumes on this road, conventional methods of identifying operating speeds could not be employed. Therefore, the review process included multiple trips within the limits requested, driving 5 MPH intervals, and identifying a speed that is reasonable and enforceable. This is a common method used for setting speed limits on low volume roads. After considering the roadside friction, development, physical features, and the geometry of the roadway, the engineer identified the appropriate speed limit as 45 MPH.

An Official Notice of Order 1148.15 (aw) has been generated and is enclosed with this response letter. It establishes 45 MPH on White Sulfur Road, CR 143, between Cutler Road, TR 57, and Cox Road, TR 69A, a distance of 1.0 +/- miles.

Sullivan County will be responsible for signing the new 45 MPH signs on White Sulfur Road, CR 143. The new speed limit signs must be installed in accordance with Title 17B of the New York State official Compilation of many Regulations (New York State Supplement to the National Manual on Uniform Traffic Control Devices). In addition, the county may want to review the warning signs on this road and upgrade as appropriate.

Thank you for your interest in and support of the transportation system. If you have any questions or need additional information, please feel free to contact me at (607) 721-8080.

Sincerely,



Tony Signorelli, P.E.  
Regional Traffic Engineer

c: Laurie Dutcher, Town Clerk, Town of Liberty  
Dermot P. Dowd, L.S. Civil Engineer, Sullivan County

STATE OF NEW YORK - DEPARTMENT OF TRANSPORTATION  
TRAFFIC OPERATIONS BUREAU

NOTICE OF ORDER

STUDY NO.: 924-0055

RECEIVED

FEB 02 2025

FILE: 36.27 -

TROOP: C

LIBERTY  
CIVIL RIGHTS OFFICE

THE DEPARTMENT OF TRANSPORTATION HAS FILED AN ORDER WITH THE SECRETARY OF STATE WHEREBY:

SECTION: 11 36.27

SUBDIVISION: (s)

PARAGRAPH:

OF THE DEPARTMENT'S REGULATIONS IS  ADDED  AMENDED to read as follows:  REPEALED

40 MPH on Stonehouse Road, a town road, between the north CH 26 and the south CR 26, a distance of 1.7 +/- miles.

The above order will be effective upon the installation, modification or removal of the necessary traffic control device (s) required by and conforming to the State Manual of Uniform Traffic Control Devices.

1/17/2025

APPROVED BY: Anthony Signorelli, P.E.

Regional Traffic Engineer

(DATE)

(SIGNATURE)

(TITLE)

DESCRIPTION:

COUNTY: Otsego

LOCALITY: Town of Otsego

OTHER RELATED ACTIONS  NONE

(Identify)

cc:  CITY

POLICE DEPARTMENT

VILLAGE

SHERIFF

REGION

9

TRAFFIC ENGINEER

TOWN

STATE POLICE

OTHER

(Specify)

COUNTY SUPT.

PERMITTEE



**Department of  
Environmental  
Conservation**

**KATHY HOCHUL**  
Governor  
**SEAN MAHAR**  
Interim Commissioner

**Certified Mail – Return Receipt Requested**

February 3, 2025

Michael Goldberg  
Paramount Realty  
5600 A Broadway  
Bronx, NY 10463

Re: Paramount Pond Dam  
DEC Dam ID#: 162-1283, B – Intermediate Hazard  
Town of Liberty, Sullivan County  
**Notice of Condition Rating: Unsound – More Analysis Needed**

Dear Michael Goldberg:

Warren Shaw and I conducted a routine visual inspection of the Paramount Pond Dam on 9/17/2024, as part of the Department of Environmental Conservation's (Department) ongoing Dam Safety program. I am writing to you because it is my understanding that you are or represent the owner of this structure based on current online Sullivan County Parcel Viewer information. A copy of my Visual Observations is enclosed for your information.

**Inspection**

The left/right nomenclature used in this letter and in the enclosed Visual Observation Report is based on looking downstream. There appears to be a complete lack of maintenance at the dam. Listed below are the highlights of the observations during the inspection:

- Voids and cracks along the service spillway right and left upstream training walls.
- Debris and garbage blocking the spillway channel.
- Mature trees growing over the embankment slopes.

Deficiencies may exist beyond those identified here. The Department's visual inspections are not intended to take the place of a comprehensive engineering evaluation by a professional engineer. The Department's inspection observations and notes should not be relied on for "risk management/assessment" or other financially based determinations.

## Regulations

The following table summarizes the current status of compliance for this dam for those sections of the regulations that have specific deadlines for compliance.

Citation	Requirement	Status
673.6	Develop and implement an Inspection & Maintenance Plan (I&M Plan). Plan does not have to be submitted to the Department but needs to be available for inspection if requested.	An I&M Plan must be available for review, if requested.
673.7	Develop and distribute to the local emergency responders an Emergency Action Plan (EAP). EAPs should be updated on an annual basis. To be considered "final" a completed Promulgation and Concurrence (P&C) form must also be submitted indicating that the EAP has been distributed to and coordinated with local emergency responders.	<b>VIOLATION - No EAP has been submitted.</b>  <b>Please submit an EAP.</b>
673.8	Submit an Annual Certification (AC) to the Department January 31 of each year (certification is for the previous year). The Dam Safety Annual Certification form can be completed online through the NYSDEC eBusiness Portal at: <a href="https://www.dec.ny.gov/pubs/95925.html">https://www.dec.ny.gov/pubs/95925.html</a> .	<b>VIOLATION- No AC has been submitted.</b>  <b>Please submit an AC for the 2024 calendar year.</b>
673.13	An Engineering Assessment (EA) shall be performed, and an engineering assessment report submitted to the dam safety section, at a minimum frequency of every 10 years for dams that have been assigned a hazard classification of class B or C.	<b>VIOLATION - No EA has been submitted.</b>  <b>Please submit an EA.</b>

The full text of the revised 6 NYCRR Part 608 and Part 673, along with technical guidance, templates and forms can be downloaded from the Dam Safety webpage at: <http://www.dec.ny.gov/lands/4991.html>.

## Condition Rating

The Department hereby assigns to the dam a **Condition Rating of "Unsound – More Analysis Needed"**. This Condition Rating is due to the dam lacking: an engineering study demonstrating that it meets applicable Dam Safety criteria, an Annual ceritification, an Emergency Action Plan, and the dam showing a lack of maintenance.

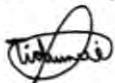
A Condition Rating of "Unsound – More Analysis Needed" means that the deficiencies at the dam are of such a nature that the safety of the dam cannot be assured. **The owner of a dam with a Condition Rating of "Unsound – More Analysis Needed" is in violation of 6 NYCRR Part 673 and ECL Article 15, Section 0507.** As per Part 6 NYCRR Part 673.16(j) a dam owner may contest the Department's assignment of a Condition Rating within 30 days of the date of the Department's notice.

**Within 30 days of the receipt of this letter, please provide a schedule for the submission of the documents in the above compliance table.**

Please keep in mind that any repair or construction activities related to the dam may require permits from the Department. Well before beginning work on the dam, please check with the Regional Permit Administrator at the Department's Region 3 – New Paltz office at 845-256-3054 to verify if any permits are required.

If you have any questions, please feel free to contact me by phone at 518-402-8109, or by e-mail at [Ayotunde.Adebajo@dec.ny.gov](mailto:Ayotunde.Adebajo@dec.ny.gov) and Warren Shaw at 518-402-8252 or by email at [Warren.Shaw@dec.ny.gov](mailto:Warren.Shaw@dec.ny.gov).

Sincerely,



Tioluwani Adebajo  
Assistant Engineer, Dam Safety Section

cc: Frank DeMayo, Supervisor, Town of Liberty, [Supervisordemayo@townofliberty.org](mailto:Supervisordemayo@townofliberty.org)  
Thomas Farney, Sullivan County, EMO, [Thomas.Farney@co.sullivan.ny.us](mailto:Thomas.Farney@co.sullivan.ny.us)  
Donald Canestrari, NYSDEC, Dam Safety Section, Chief  
Warren Shaw, NYSDEC, Dam Safety Section  
Berhanu Gonfa, NYSDEC Region 3, Dam Safety Representative



### Visual Observations

DAM NAME	Paramount Pond Dam					
STATE ID	162-1283	SECTION	C	HAZARD CODE	B	
COUNTY	Sullivan				INSPECTION DATE	9/17/2024
NEAREST DS CITY/TOWN	Parksville		INSPECTOR(S)	WTS/ATA		
OWNER'S NAME	PARAMOUNT REALTY ASSOCIATES LLC					
DOWNSTREAM HAZARD	Intermediate		TOWNSHIP	Town of Liberty		
WATER LEVEL BEHIND DAM	Not observed.					

DRAIN OPERATION Unknown.

#### DEFICIENCIES

<input type="checkbox"/> 1) Seepage	<input type="checkbox"/> 4) Maintenance	<input type="checkbox"/> 7) Cracking
<input type="checkbox"/> 2) Slope Stability	<input type="checkbox"/> 5) Surficial Deterioration	<input type="checkbox"/> 8) Movement/Misalignment
<input type="checkbox"/> 3) Undesirable Growth	<input type="checkbox"/> 6) Voids	<input type="checkbox"/> 9) Data

#### Upstream:

–Mature trees growing on the upstream embankment.

#### Downstream:

–Mature trees growing on the downstream embankment.

#### Service Spillway:

–Debris in the discharge channel.  
–Voids and cracks along the service spillway right and left upstream training walls.



**Photo 1 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Left upstream spillway sidewall  
View looking left from right side of spillway



**Photo 2 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Upstream spillway channel  
View looking downstream



**Photo 3 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Right upstream slope  
View looking left from right end of dam



**Photo 4 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Right upstream spillway sidewall  
View looking right from left side of spillway



**Photo 5 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Downstream spillway apron  
View looking downstream from bridge over spillway



**Photo 6 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Left downstream spillway sidewall  
View looking left from right side of spillway



**Photo 7 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Right downstream spillway sidewall  
View looking right from left side of spillway



**Photo 8 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Downstream spillway apron and first drop-off  
View looking upstream



**Photo 9 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Left downstream spillway training wall (downstream of 1st drop)  
View looking right from left side of spillway



**Photo 10 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Downstream spillway apron (second drop-off)  
View looking left from right side



**Photo 11 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Downstream spillway outlet channel



**Photo 12 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Downstream spillway channel looking upstream from second drop-off



**Photo 13 Dam ID# 162-1283 Paramount Pond Dam 09/17/2024**  
Downstream slope  
View looking right from spillway outlet channel



**Certified Mail – Return Receipt Requested**

February 3, 2025

Mr. Richard Kuplen Jr  
HOA Controller  
The Legends of Tanzman Lake Home Owners Association  
54 Landview Drive  
Dix Hills, NY 11746  
[Kuplenprops@optonline.net](mailto:Kuplenprops@optonline.net)

Re: Tanzman Lake Dam  
DEC Dam ID#: 162-4481, B – Intermediate Hazard  
Town of Liberty, Sullivan County  
**Notice of Condition Rating: Unsound – More Analysis Needed**

Dear Richard Kuplen Jr:

Warren Shaw and I conducted a routine visual inspection of the Tanzman Lake Dam on 9/17/2024, as part of the Department of Environmental Conservation's (Department) ongoing Dam Safety program. I am writing to you because it is my understanding that you are or represent the owner of this structure. A copy of my Visual Observations is enclosed for your information.

**Inspection**

The left/right nomenclature used in this letter and in the enclosed Visual Observation Report is based on looking downstream. Listed below are the highlights of the observations during the inspection:

- Major cracks and voids along the service spillway walls.
- Void along the spillway crest.
- Exposed aggregate and rebar along the service spillway walls.
- Sections of the service spillway walls are leaning towards the channel.
- High vegetation along the embankment.

Deficiencies may exist beyond those identified here. The Department's visual inspections are not intended to take the place of a comprehensive engineering evaluation by a professional engineer. The Department's inspection observations and notes should not be relied on for "risk management/assessment" or other financially based determinations.

## Regulations

The following table summarizes the current status of compliance for this dam for those sections of the regulations that have specific deadlines for compliance.

Citation	Requirement	Status
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673.8	Submit an Annual Certification (AC) to the Department January 31 of each year (certification is for the previous year). The Dam Safety Annual Certification form can be completed online through the NYSDEC eBusiness Portal at: <a href="https://www.dec.ny.gov/pubs/95925.html">https://www.dec.ny.gov/pubs/95925.html</a> .	<b>VIOLATION - The latest AC received was for the 2021 calendar year.</b>  <b>Please submit an AC for the 2024 calendar year.</b>
673.13	An Engineering Assessment (EA) shall be performed, and an engineering assessment report submitted to the dam safety section, at a minimum frequency of every 10 years for dams that have been assigned a hazard classification of class B or C.	<b>VIOLATION - No EA has been submitted.</b>  <b>Please submit an EA.</b>

The full text of the revised 6 NYCRR Part 608 and Part 673, along with technical guidance, templates and forms can be downloaded from the Dam Safety webpage at: <http://www.dec.ny.gov/lands/4991.html>.

## EAP Comments

I have conducted a preliminary review of your EAP dated November 13, 2016. Please revise EAP as needed addressing the below comments; and distribute EAP updates to all EAP holders, including dam safety.

- The Department's contact information is incorrect. Please revise your EAP as needed reflecting the below contact information for the Department.

Don Canestrari, Chief  
24-hr/emergency: 518-486-4326  
Office: 518-402-8185  
Backup Office: 518-402-8138  
Cell: 518-852-0415

## Condition Rating

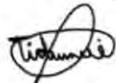
The Department hereby assigns to the dam a **Condition Rating of "Unsound – More Analysis Needed"**. This Condition Rating is due the dam lacking an engineering study demonstrating that it meets applicable Dam Safety criteria, and the dam showing a lack of maintenance. A Condition Rating of "Unsound – More Analysis Needed" means that the deficiencies at the dam are of such a nature that the safety of the dam cannot be assured. **The owner of a dam with a Condition Rating of "Unsound – More Analysis Needed" is in violation of 6 NYCRR Part 673 and ECL Article 15, Section 0507.** As per Part 6 NYCRR Part 673.16(j) a dam owner may contest the Department's assignment of a Condition Rating within 30 days of the date of the Department's notice.

**Within 30 days of the receipt of this letter, please provide a schedule for the submission of the documents in the above compliance table.**

Please keep in mind that any repair or construction activities related to the dam may require permits from the Department. Well before beginning work on the dam, please check with the Regional Permit Administrator at the Department's Region 3 – New Paltz office at 845-256-3054 to verify if any permits are required.

If you have any questions, please feel free to contact me by phone at 518-402-8109, or by e-mail at [Ayotunde.Adebajo@dec.ny.gov](mailto:Ayotunde.Adebajo@dec.ny.gov) or Warren Shaw at 518-402-8252 or by email at [Warren.Shaw@dec.ny.gov](mailto:Warren.Shaw@dec.ny.gov).

Sincerely,



Tioluwani Adebajo  
Assistant Engineer, Dam Safety Section

cc: Sean Kuplen, The Legends of Tanzman Lake Home Owners Association,  
[skuplen@twcny.rr.com](mailto:skuplen@twcny.rr.com)  
Frank DeMayo, Supervisor, Town of Liberty,  
[Supervisordemayo@townofliberty.org](mailto:Supervisordemayo@townofliberty.org)  
Thomas Farney, Sullivan County, EMO, [Thomas.Farney@co.sullivan.ny.us](mailto:Thomas.Farney@co.sullivan.ny.us)  
Donald Canestrari, NYSDEC, Dam Safety Section, Chief  
Warren Shaw, NYSDEC, Dam Safety Section  
Berhanu Gonfa, NYSDEC Region 3, Dam Safety Representative

**New York State Department of Environmental Conservation**  
**Bureau of Flood Protection and Dam Safety**



**Visual Observations**

DAM NAME	Tanzman Lake Dam		
STATE ID	162-4481	SECTION	C HAZARD CODE B
COUNTY	Sullivan INSPECTION DATE 9/17/2024		
NEAREST DS CITY/TOWN	Parksville	INSPECTOR(S)	WTS/ATA
OWNER'S NAME	THE LEGENDS OF TANZMAN LAKE HOME OWNERS ASSOCIATION		
DOWNSTREAM HAZARD	Intermediate	TOWNSHIP	Town of Liberty
WATER LEVEL BEHIND DAM	.7 feet below the broken spillway crest weir.		

DRAIN OPERATION Not observed.

**DEFICIENCIES**

<input type="checkbox"/> 1) Seepage	<input type="checkbox"/> 4) Maintenance	<input type="checkbox"/> 7) Cracking
<input type="checkbox"/> 2) Slope Stability	<input type="checkbox"/> 5) Surficial Deterioration	<input type="checkbox"/> 8) Movement/Misalignment
<input type="checkbox"/> 3) Undesirable Growth	<input type="checkbox"/> 6) Voids	<input type="checkbox"/> 9) Data

**General:**

–Sandbags observed on the left side of the dam.

**Upstream:**

–Scarping along the water's edge.

**Dam Crest:**

–High brush along the dam crest.

**Downstream:**

–High vegetation along the downstream slope.

**Service Spillway:**

–Major cracks and voids along the service spillway walls.  
–Void along the spillway crest.  
–Exposed aggregate and rebar along the service spillway walls.  
–Sections of the service spillway walls are leaning towards the channel.



**Photo 1 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**

Right upstream end of spillway side wall  
View looking right from left side of spillway



**Photo 2 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**

Right upstream spillway side wall

View looking right from left side of spillway



**Photo 3 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Top of left spillway upstream sidewall  
View looking down



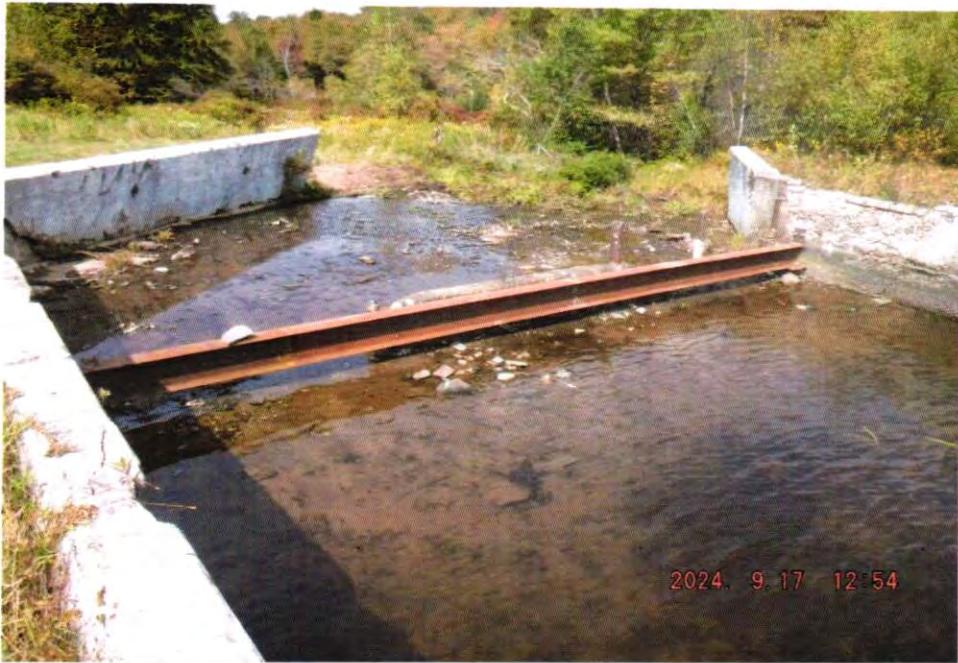
**Photo 4 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Spillway approach channel  
View looking downstream to the right from left upstream end of spillway approach



**Photo 5 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Upstream slope  
View looking right from left end of dam



**Photo 6 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Left downstream spillway sidewall  
View looking downstream



**Photo 7 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Location of old concrete spillway weir (control section)  
View looking downstream



**Photo 8 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Remnants of old concrete spillway weir  
View looking upstream



**Photo 9 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Left downstream spillway side wall  
View looking upstream  
Note: lean of wall (out of plumb)



**Photo 10 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Remnants of old concrete spillway weir and downstream apron  
View looking upstream



**Photo 11** Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024  
Left downstream spillway side wall  
View looking left  
Note: lean of wall (out of plumb)



**Photo 12** Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024  
Left downstream spillway side wall at joint  
View looking downstream  
Note: broken concrete and shift of wall



**Photo 13 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Left spillway side wall  
View looking left from right side



**Photo 14 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Right downstream end of spillway sidewall  
View looking right



**Photo 15 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Left upstream end of spillway sidewall  
View looking left from right side of spillway



**Photo 16 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Left spillway side wall  
View looking left from right side of spillway



**Photo 17 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Spillway upstream approach channel  
View looking downstream



**Photo 18 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Upstream slope  
View looking right from spillway



**Photo 19 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Dam crest  
View looking right from spillway



**Photo 20 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Downstream slope  
View looking right from spillway



**Photo 21** Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024  
Upstream slope  
View looking left from right end of dam



**Photo 22** Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024  
Dam crest  
View looking left from right end of dam



Photo 23 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024  
Downstream slope  
View looking left from right end of dam



Photo 24 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024  
Unsure of picture location  
Downstream slope, possible right groin (?)



**Photo 25 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Sand pile and sand bags behind left spillway sidewall



**Photo 26 Dam ID# 162-4481 Tanzman Lake Dam 09/17/2024**  
Clearance below steel beam across spillway where concrete weir was located  
previously (apparently washed away or removed)  
Steel placed in support of sidewalls (?)

## [supervisordemayo@townofliberty.org](mailto:supervisordemayo@townofliberty.org)

---

**From:** Dan Fagnani <dfagnani@delawareengineering.com>  
**Sent:** Monday, February 3, 2025 12:44 PM  
**To:** Dean Farrand; supervisordemayo@townofliberty.org; Vince McPhillips; j.lennon@townofliberty.org; Bruce Davidson  
**Cc:** John Peterson; d.knack@townofliberty.org; w.banks@townofliberty.org; dohman@delawareengineering.com  
**Subject:** RE: Question  
**Attachments:** Existing Equipment Summary 2025-02-03.pdf; Appendix G - Unit Process Capacity Summary.pdf

Hi All,

Attached, for review, is what we have to date in response to Dean's request to create a list of the equipment age that will remain in place in the .425 options, and other comments, based on our records, and discussions with plant staff.

Additionally, for review, we have included the Unit Process Capacity Summary (Appendix G), an excerpt from the PER (Revised October 2021), that looks at the current capacity rating and capacity excess or deficit of each process, and other comments.

It is anticipated that in the 0.425 option(s) some equipment will be replaced in-kind (e.g., oxidation ditch aeration and mixing, recirculation pumps, etc.) and some processes will need to be upgraded or expanded (e.g., headworks, clarifiers?, etc.) in order to meet 10-State Standards.

Please let me know if you have any questions.

Thanks



**DANIEL FAGNANI, P.E.**

PROJECT ENGINEER

55 South Main Street | Oneonta, NY 13820

607.432.8073 x309 (office)

607.316.3977 (mobile)

[dfagnani@delawareengineering.com](mailto:dfagnani@delawareengineering.com)

**From:** Dave Ohman <dohman@delawareengineering.com>

**Sent:** Friday, January 31, 2025 9:09 AM

**To:** Dean Farrand <dean.farrand@townofliberty.org>; supervisordemayo@townofliberty.org <supervisordemayo@townofliberty.org>; Vince McPhillips <vince.mcphillips@townofliberty.org>; j.lennon@townofliberty.org <j.lennon@townofliberty.org>; Bruce Davidson <bruce.davidson@townofliberty.org>

**Cc:** Dan Fagnani <dfagnani@delawareengineering.com>; John Peterson <j.peterson@delawareengineering.com>; d.knack@townofliberty.org <d.knack@townofliberty.org>; w.banks@townofliberty.org <w.banks@townofliberty.org>

**Subject:** RE: Question

Yes, we can do that as that is important information to understand.

We will reach out to the WWTP staff to determine what has been updated since the original plant

Best to you all,



**DAVE OHMAN, P.E.**  
**PRINCIPAL**  
55 South Main Street | Oneonta, NY 13820  
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**From:** Dean Farrand <[dean.farrand@townofliberty.org](mailto:dean.farrand@townofliberty.org)>  
**Sent:** Friday, January 31, 2025 7:59 AM  
**To:** Dave Ohman <[dohman@delawareengineering.com](mailto:dohman@delawareengineering.com)>; supervisordemayo townofliberty.org <[supervisordemayo@townofliberty.org](mailto:supervisordemayo@townofliberty.org)>; Vince McPhillips <[vince.mcphillips@townofliberty.org](mailto:vince.mcphillips@townofliberty.org)>; j.lennon townofliberty.org <[j.lennon@townofliberty.org](mailto:j.lennon@townofliberty.org)>; Bruce Davidson <[bruce.davidson@townofliberty.org](mailto:bruce.davidson@townofliberty.org)>  
**Subject:** Re: Question

David,

No urgency on this request. I see it as part of the off-ramp conversation. Meant primarily to ensure that everyone understands that the while the off-ramp plant will be less expensive is also will not (as a whole) have the same service life as the .960 plant.

Dean

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**From:** Dean Farrand <[dean.farrand@townofliberty.org](mailto:dean.farrand@townofliberty.org)>  
**Sent:** Thursday, January 30, 2025 9:37:02 PM  
**To:** [dohman@delawareengineering.com](mailto:dohman@delawareengineering.com) <[dohman@delawareengineering.com](mailto:dohman@delawareengineering.com)>; supervisordemayo townofliberty.org <[supervisordemayo@townofliberty.org](mailto:supervisordemayo@townofliberty.org)>; Dean Farrand <[dean.farrand@townofliberty.org](mailto:dean.farrand@townofliberty.org)>; Vince McPhillips <[vince.mcphillips@townofliberty.org](mailto:vince.mcphillips@townofliberty.org)>; j.lennon townofliberty.org <[j.lennon@townofliberty.org](mailto:j.lennon@townofliberty.org)>; Bruce Davidson <[bruce.davidson@townofliberty.org](mailto:bruce.davidson@townofliberty.org)>  
**Subject:** Question

Dave, can you create a list of the equipment age that will remain in place in the .425 options?

Dean

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**Town of Liberty**  
**Swan Lake WWTP Upgrade**
**Existing Equipment Summary**

Unit Process/Equipment	Existing Conditions	Installed Date	Replaced/Rebuilt Date	Operator Input and Equipment Operation Comments/Remarks
<b>Headworks</b>				
Influent Pipe		1984	-	
Manual Coarse Bar Rack (1" Spacing)		1984	-	Gets clogged in the summer, no bypass channel, could back up
Stop Gates		1984	-	Gates leak
Parshall Flume & Flow Metering Controls		1984	-	
Grit Removing Equipment	Hydraulic detention insufficient of peak hour flow	1984	-	
Air Diffusers	Aeration is inadequate	1984	-	
Compressor Blower	-	1984	-	
Grit Removing Screw	-	1984	1994	New motor bearing in 1994
Overflow Box	-	1984	-	Fair condition
Bypass Screen (17" bar rack)	Clogs in summer	1984	-	
Influent Grinder Commuter	Parts no longer readily available	1984	2012	Inadequate to handle rags and peak hourly flow; New fulting blades 2012, not relevant equipment
Wet Well	-	1984	-	
Influent Pumps & Controls	P3 rebuilt 2020, P2 out for rebuild now	1984	2020, 2025	Soft start motor starters not functioning (bypassed); NYSRW A tested pumps, pumps not pumping at design points, causes backup in stormwater tank & collection system
Valves & Check Valves	-	1984	2014	Changed check valves 10+ years ago
Force Main (2 - 8" pipes)	-	1984	-	
Influent Flow Splitter Box	-	1984	-	
Gates	-	1984	-	
Stormwater Tank	-	1984	-	Not level (frost heaved), difficult balancing flow to ditches
Stormwater Pumps & Controls	-	1984	-	Tank leaks - walls in poor condition (falling into tank)
Stormwater Compressor	-	1984	-	
<b>Process Equipment</b>				
Oxidation Ditches (No. 1 & 2)	-	1984	-	#1 ditch pipe failure w/ bandaid repair (fiberglass)
Aeration System for Oxidation Ditches	-	1984	2017	1-pump rebuilt (2017), other 2 in poor condition
Recirculation Pumps & Controls	-	1984	2015	Need new valves, check valves replaced (2015)
Valves & Check Valves	#2 ditch valve replaced (TAM)	1984	-	Blower valves & air flow gauges are bad
Air Compressor Blower	1 & 2 - original, 3 & 4 - rebuilt (2016)	1984	2016	
Aeration Units	-	1984	-	Tone to plugging with rags, limiting air & mixing to tanks
<b>Secondary Clarifier</b>				
Clarifiers	-	1984	-	Can't handle peak hourly flow; weir length also insufficient
Process Compressors	-	1984	1999, 2018	Rebuilt at 15 year mark, DC motors replaced 2018, 1-CP replaced, no oem parts available
Clarifier Equipment	Drain valves (20' deep); rebuilt 2015 (upgraded to ballast)	1984	2015, 2018	DC motors 2018
Floating Bridge	-	1984	-	Aluminum in poor condition, scrapers replaced w/ aluminum
Drive Assembly and Idler Stand	-	1984	-	
Piping Type	-	1984	-	
Operated Weir Gates	-	1984	-	
UV Disinfection	glas spaces from rebuilt units, new bulbs yearly O&M	1984	2024	2024 - upgraded #2 new ballast and bulbs
<b>Post Aeration System</b>				
Diffusers	-	1984	-	
Compressors	2016 (1) new air end	1984	2016	
<b>Sludge Handling</b>				
Sludge Holding Tank	-	1984	-	Only one tank, two required, volume inadequate
Sludge Holding Tank Mixer (Turbine Aerator)	-	1984	2014	Noisy (New motor 2014), New seal in drive, Mixer blade rusting, Substandard sizing
Level Measurement System	-	1984	-	
Flow Indicator	-	1984	-	
Bypass Office Air Flow Meters	-	1984	-	
Ultrasonic Flow Meter	-	1984	-	
Wastewater Samplers	-	1984	-	Original - marginal (new board installed)
Sludge Pumps & Controls	-	1984	-	No parts available, run but noisy
Valves & Check Valves	-	1984	2014-2015	Valves okay (2 new check valves 2014-2015)
Drying Bed Effluent Pump Control Panel (DBEPCP)	-	1984	2023	Panel repaired 2023 poor condition
Storm Water Pump Control Panel	-	1984	-	
Sludge Drying Beds	-	1984	-	Not level - sand original, sludge doesn't dewater well; limits process control
Drying Bed Underflow Pumps	-	1984	-	No redundant units

Appendix G

Unit Process Capacity Summary

UNIT PROCESS	CAPACITY RATING PARAMETER	CAPACITY RATING STANDARD	EXISTING CONDITION	CAPACITY RATING	CURRENT LOADING	Current capacity excess or (DEFICIT), %	COMMENTS
SCREENING FACILITIES							
Coarse bar Screen	Flow conditions per Ten States Standards Para 61.21	Design Average flow between 1.25 fps and 3.0 fps. Dual Channels shall be provided	1 Manual Coarse Bar Screen, 3" O.C. Spacing	.863 to 2.07 MGD; Single Channel	425 MGD Permit ADF/ 1.5 PHF Single Channel	(100%)	A redundant Channel is needed
				Manual screen, spacing 1'-1 1/2"	Coarse Bar Screen w/ 2%" Spacing		The coarse bar screen spacing is to large to satisfy standards but result in hydraulic backups in high flow conditions.
METERING							
Parshall Flume	hydraulic max. and min.	flume Capacity Tables (ISCO Open Channel Flow Meas. Handbook and Swan Lake operating Manual)	6- inch flume	Min. - .035 MGD Max. - 2.04 MGD	Min. - .033 MGD Max. - 1.5 MGD	0	Flume is adequate.
GRIT CHAMBER							
Grit Removal	Design Factors per Ten States standards, Para 63	Air rates at 3.8cfm/foot of tank length	14 ft. length @20 cfm	Min: 3cfm/ft max 8 cfm/ ft	1.4 cfm/ft	(53%)	Aeration is inadequate.
		Detention should be 3-5 minutes at Peak Hour Flow (PHF)	PHF @ 1,040 GPM; chamber volume of 1245 cf		1.5 MGD	(40%)	Hydraulic Detention time is insufficient to promote settling at the PHF.
COMMINUTION							
Influent Grinding	Hydraulic Max. and min.	Manufacturer flow and head loss data	1 comminutor; 1 comminutor bypass channel	Designed for PHF of 1 mgd	PHF = 1.5 mgd	(33%)	Although the comminutor is still functioning, the manufacturer is no longer in existence, so replacement parts and service are not readily available. Additionally, the peak hourly flow load is greater than what was designed. Also, this technology does not remove screening and rags that affect downstream processes and operations.
WET WELL							
Influent Structure wet well	Design Factors per Ten States standards, Para 42.6, per standard practice	No more than 10 pump cycles per hour at average flow rate	average flow rate is 250 gpm; fill volume is 7,890 gal	Cycle time > 10 mins	Cycle times = 12 mins	20%	While current capacity is in excess, the peak flow is far too great to be handled by the existing influent pump station. When peak flows exist, wastewater backs up through upstream manholes and into the stormwater basin.
Wet well pumps	Design Factors per Ten States standards, Para 42.3	With any units out of service, remaining units shall handle peak hourly flow	2- Gorman Rupp Self-priming horizontal centrifugal pumps 350 gpm @85° TDH	Max. = 700 gpm	PHF = 1,040 gpm	(33%)	Current pumps can not handle the peak hourly flow. Note: the headworks facility is equipped with a storm water equalization basin to store excessive flows. System backups occur.
		Pump rate shall maintain a minimum of 2 fpm in the force main.	8-inch diameter force main; 350 gpm per force main	>2fps	2.23 fps	12%	The force main is adequately sized for the current flows.
STORMWATER EQUALIZATION							
Stormwater Equalization Basin	Design Factors per Ten States Standards, Para 65.4	Capacity should be sufficient enough to reduce expected flow and load variations	Reinforced concrete structure 60'X30'X10'	125,000 gallons	>125,000 gallons	(Deficit)	Basin fills and backs up during significant precipitation events.
OXIDATION DITCHES							
Oxidation Ditches	Organic loading per Ten States Standards Para. 92.31	Max. 15 lb. BOD <sub>5</sub> /day/1000 cf at average BOD <sub>5</sub> loading	2 units at a combined volume of 400,000 gal (53,472 cf)	800 lb. BOD <sub>5</sub> / DAY AT 400,000 GPD	96 lb. BOD <sub>5</sub> /d (MDL) 148,000 GPD (AAF)	88%	The aeration basin can adequately handle the yearly average load.
					485 lb. BOD <sub>5</sub> /d (MML) 305,000 GPD (190 mg/L)	39%	The aeration basin can adequately handle the maximum day load.
Recirculation Pump	Velocity per standard practice	Maintain velocity of 0.8 to 1.2 fpm to prevent settling	3- Worthington Recirculation pumps rated at 1,600 gpm at 20° TDH	1 fpm	1fps	0%	Manufacturer is no longer in existence.
Air Blowers	Aeration per Ten States Standards Para. 92.332	Aeration - 2,050 cf/lb. BOD <sub>5</sub>	3 - units rated for 220 cfm at 8 psi; 1 blower operated continually per ditch	>994,250 cf total (485 lb/BOD <sub>5</sub> /d (MDL))	633,600 cf total	(6%)	Air blower capacity is inadequate based on standards.
Jet Nozzles (for mixing and aeration)							Accumulated rags and inadequate mixing and tank oxygenation occurs.
CLARIFIERS							
Secondary Clarifier	surface overflow per Ten States standards Para. 72.23	Max 1,000 GPD/Sf at PHF	2 units at total surface area of 980 sf	PHF = 0.980 mgd	PHF = 1.5 MGD only sees 1 mgd (700 gpm) due to influent pump limitations (53%) @ 1.5 mgd (14%) @ 1 mgd	(50%) @ 1.5 mgd 0% @ 1 mgd	The clarifier inflow is limited by the influent pump rate of 1 mgd, therefore the clarifier does not see flows higher than what the pumps can handle. However, the clarifiers are not adequately sized to handle the current peak flow in the sanitary system, and the weirs are not long enough.
	Weir loading per Ten State Standards Para. 72.43	Max. 20,000 GPD at PHF	2 units at total length of 49.5 ft	0.990 MGD	PHF = 1.5 MGD only sees 1 mgd (700 gpm) due to influent pump limitations (50%) @ 1.5 mgd 0% @ 1 mgd		
DISINFECTION							

Unit Process Capacity Summary

UV Disinfection	Designed Standards per Ten states standards Para. 104	2 units; Manufacturer no longer in existence Minimum does of 30,000 $\mu$ W/s/cm <sup>2</sup>	PHF = 1.5 mgd 30,000 $\mu$ W/s/cm <sup>2</sup> POST AERATION FACILITIES	PHF = 1.5 mgd 16,000 $\mu$ W/s/cm <sup>2</sup> (at max flow of 1.5 mgd)	0% (47%)	While there are two banks, the manufacturer of UV systems out of business; replacement parts have been purchased but future supply is unknown. Dosage provided at max flow is insufficient.
Post Aeration Basin	Design Per NYSDEC Intermediate Sized Wastewater Treatment Systems 1.3.b Diffused or Mechanical Aeration	Min. Detention Time of 30 Minus at peak flow	7 Minutes	0.100 MGD	0.425 MGD DAF 1.550 MGD PHF	(77%) 7.0-mg/l
Post Aeration Blowers	Design Per NYSDEC Intermediate Sized Wastewater Treatment Systems 1.3.b Diffused or Mechanical Aeration	Min. Aeration 20 SCFM/1,000 gallons	2 Sutorbilt blowers rated at 60 cfm at 7.5 psi	7,630 gallons	15.7 SCFM/1,000 gallons	(21%) 7.0-mg/l. Aged equipment.
Aerobic Sludge Digester	Volume Per Ten States standards Para. 85.3	4 ft <sup>3</sup> / P.E. Two or more digestion tanks required	1 Reinforced concrete tank; 25'-0" x 24'-8" x 12'-0" = 7,400 ft <sup>3</sup>	1,850 capita 5,330 ft <sup>3</sup> sludge volume	1,940 capita (based on BOD loading) 7,400 ft <sup>3</sup> sludge volume	5% (28%)
Holding Tank Aerator/ Mixer	Organic loading per Ten States standards Para. 85.5	30 CFM / 1000 ft <sup>3</sup>	1 Philadelphia Mixer @ 160 scf			Aeration substandard.
Sludge Wasting Pumps	Hydraulic max. and min. % of ADF per Ten States Standards Para. 92.44	25% of ADF; must satisfactorily function at 0.5% ADF	1lit Marlow pump	380 gpm	10gpm - 74 gpm	Pumps are oversized.
						SLUDGE DISPOSAL FACILITIES
Design per Ten States Standards Para. 88.22	Max. sludge depth of 8"	4-drying beds (1 covered, 3 open); 40' x 100'; 2' depth provided	2' depth	4" depth	100% to Max. sludge depth of 8"	Bed height is adequate, yet the standard does not recommend to load sludge more than 8" deep. Covering the beds could increase performance and the beds have not been rehabilitated since their inception.
Design per Ten States Standards Para. 88.22	Drying bed capacity to hold waste sludge volume produced between waste sludge pumping	4-drying beds (1 covered, 3 open); 40' x 100'; 2' depth provided; fill depth of 8" max	10,560 cf	5,280 cf	Based on worst case of the entire sludge tank emptying onto the beds; the area provided is adequate.	Based on worst case of the entire sludge tank emptying onto the beds; the area provided is adequate.
"Design of Municipal Wastewater Treatment Plants"	Bed capacity should hold 10 lb./cf/yr of BOD <sub>5</sub> .	4-drying beds (1 covered, 3 open); 40' x 100'; 2' depth provided	160,000 lb. BOD <sub>5</sub> /yr	116,800 lb. BOD <sub>5</sub> /yr (120 lb BOD <sub>5</sub> /d * 365 d/yr)	37%	Covering the beds could increase performance and the beds have not been rehabilitated since their inception.
Filtrate Pump	Design Factors per Ten States Standards, Para 42.3	With any units out of service, remaining units shall handle peak hourly flow	1-Davis Emu Submersible Sewage Pump rated for 74 gpm	74 gpm	74 gpm @ 1.59 ft through the force main	There is no redundancy in the pumps as required by 10 States Standards.

Notes:

1.) Utilizes some information contained in the report entitled "Swan Lake Wastewater Treatment Plant Facility Improvements", January 2010, by Barton & Loguidice



# New York Association of Towns

## 2024 Laws Digest

## 2024 Legislative Digest

There were 4,096 bills introduced in the New York State Legislature in 2024. Of the 805 bills that passed both houses, Governor Kathy Hochul signed 679 while issuing 126 veto messages (including items in the budget).

Town officials are urged to familiarize themselves with the new laws listed in this digest under the category of their particular responsibility. Town attorneys and town supervisors are especially encouraged to review all of the new laws reported, and, in turn, alert their fellow town officers to new legislation involving their various responsibilities.

Many officers find the section on Special Acts at the end of this digest most valuable. As a matter of fact, it is the only record to ascertain conveniently and quickly a statute affecting a single town or towns in a certain county, enacted in a particular year.

A copy of the Laws Digest will be available on the Members Only section of NYAOT's website.

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## **Animals & Agriculture**

Chapter 605 – Defines cannabis as an agricultural product and makes it eligible to receive an agricultural assessment along with other protections afforded in the Agricultural Districts law.

## **Assessors, Assessments & Taxation**

Chapter 6 – Allows municipalities to establish an adjustable percentage real property tax exemption based on permanent partial disabilities of not less than 50% or more than 100%. Expands the documents eligible to prove disability for purposes of a local property tax exemption for persons with disabilities to include certifications of disability from the state Workers Compensation Board.

Chapter 209 – Expands the real property tax exemption for persons with disabilities (RPTL 459-c) to include a person with a disability who has their primary residence in a special needs trust, or a property owner who has a tenant with a disability whose lease provides them with a life interest in the property as long as the tenant remains in the residence.

Chapter 372 – Authorizes, at local option, a real property tax exemption to certain volunteers who live in such municipality but who serve in a neighboring municipality.

Chapter 373 – Requires taxing jurisdictions to include on the statement of taxes the due dates, without interest or penalties, for the payment of taxes via installments for

those real property owners who elect to pay taxes in installments.

Chapter 590 – Establishes, at local option, a real property tax exemption for improvements made to residential real property for the purpose of reducing carbon emissions.

Chapter 646 – Allows for the consideration of the inclusion of on-site day care facilities when evaluating payment in lieu of taxes (PILOT) projects.

Chapter 673 – Enacts the Climate Change Property Tax Relief Act. Authorizes local governments to opt in to adopting a local law providing a reduced assessment in the event a property is impacted by a local or major disaster. Outlines the requirements for such local law or resolution. Declares that such local laws may provide for retroactive relief for disasters that have already occurred.

## **Codes & Code Enforcement**

Chapter 615 – Expands code enforcement training to include programs that can be completed online with flexible scheduling options that allow for completion at the desired time and pace of code enforcement personnel.

## **Environment**

Chapter 284 – Extends for 4-years the authorization of the NYS Environmental Facilities Corporation to provide a fifty percent interest rate subsidy for Clean Water State Revolving Fund financings.

## **Finance**

Chapter 167 – Extends for 2-years provisions authorizing municipalities to pay the first installment on an issue of serial bonds two years after the date of issuance of such bonds or two years after the date of the first bond anticipation note or notes issued in anticipation of such bonds, whichever is earlier; to redeem bonds prior to maturity in such amount, in such manner, at such times, and upon such terms as may be determined by the finance board of the municipality at the time of issuance of such bonds, and at such prices as may be determined by the issuer at the time of issuance; to issue variable rate bonds and notes; suspends the five percent down payment requirement applicable to bonds or notes in certain circumstances; to the use of installment contracts, variable rate obligations, and original issue discount bonds; and the promulgation of rules by the State Comptroller regarding the approval of negotiated sales of bonds and notes.

Chapter 479 – Authorizes regional planning council eligibility for federal and/or state grants.

Chapter 497 – Defines the term "municipality" to mean a county or a city or town with a population of one hundred thousand or more for the purposes of the Electronic Open Auction Public Bond Sale Pilot program.

## **Fires, Fire Districts & Firefighters**

Chapter 316 – Authorizes ambulance services and advanced life support first response services to store and distribute blood and initiate and administer blood transfusions.

Chapter 354 – Exempts the Varna Volunteer Fire Company, Inc., within the town of Dryden (Tompkins County) from the 45% limit on non-resident members.

Chapter 401 – Clarifies the procedures affecting the first annual election of fire district officials to a board of fire commissioners by specifying that every registered fire district voter is entitled to cast one vote for each vacant position on such a board.

Chapter 588 – Expands disability benefits for firefighters who suffered any condition or impairment of health caused by endocrine/thyroid cancer.

## **Health**

Chapter 34 – Provides the Department of Health an additional two years to promulgate regulatory relief for municipal limited health care service facilities.

Chapter 461 – Requires places of public assembly to maintain epinephrine auto-injector devices and to have at least one employee who is trained in its use. Defines such places of public assembly to mean those with an occupancy of 1,000 people. Includes all stadiums, ballparks, gymnasiums, field houses, arenas, civic centers and similar facilities used for sporting events; and (ii) concert halls,

recital halls, theatres, indoor and outdoor amphitheaters or other auditoriums used for the presentation of concerts. Exempts venues owned by churches, religious organizations, granges, public associations, or free libraries.

## **Highways**

Chapter 108 – Clarifies that the 2023 authorization for the Town of Lorraine (Jefferson County) to designate certain town roads as low-volume roads and certain low-volume roads as minimum maintenance roads included nothing in the underlying chapter that limits, diminishes or otherwise affects the powers of any municipality other than the Town of Lorraine.

## **Housing**

Chapter 1 – Expands to include authorities among those sanctioned to require owners and agents of multiple residences and multiple dwellings to provide names and contact information of residents and their contact information to local emergency service providers.

Chapter 100 – Replaces the penalty that would deny rental permit or certificate of occupancy for non-response, or knowing and intentional submission of false information, to a municipal vacancy survey, with the imposition of a civil penalty not to exceed five hundred dollars.

Chapter 672 – Regulates short-term rentals. Details requirements for such rental units, rental hosts, and booking services. Subjects

occupancies of such units to certain taxes. Sets forth authorization and requirements for municipalities that have their own short-term residential rental unit registry as of the effective date. Requires short-term units in such municipalities to be registered with both the municipality and the state. Prohibits any municipality from creating its own short-term rental residential rental unit registry after the effective date.

## **Labor & Employment**

Chapter 5 – Provides for crediting of probationary service upon permanent appointment. Specifies that any person appointed provisionally to a title in accordance with NYS Civil Service Law section sixty-five and who then receives permanent appointment to the same title immediately following the provisional appointment shall have all time spent as a provisional appointee credited to any probationary term that is required upon permanent appointment to a position.

Chapter 302 – Requires the notification of a public employee when their personal information has been released to the public as the result of a Freedom of Information Law request.

Chapter 303 – Permits individuals within twelve months of meeting the minimum age or educational qualifications for a competitive class civil service role to take the civil service examination for that position.

Chapter 306 – Requires an appointing authority to provide certain information

regarding judgments about an employee's inability to perform their duties due to a disability to the employee and the authorized representative of such employee. Details such information to be shared.

Chapter 651 – Expands the Municipal Adoption Program, e.g., adopt-a-park, shoreline or roadway programs, to include lakes as eligible to participate.

## Land Use

Chapter 355 – Adds community gardens to the hierarchical ranking of priorities for the use of real property conveyed by lands banks.

Chapter 618 – Requires electric vehicle charging stations and electric vehicle capable parking spaces to accommodate wheelchair accessible electric vehicles.

Chapter 626 – Prohibits well permits from being issued to an applicant who uses carbon dioxide to complete or recomplete natural gas or oil resources.

Chapter 643 – Requires new construction that includes dedicated off-street parking to provide electric vehicle charging stations and electric vehicle ready parking spaces.

## Libraries

Chapter 241 – Expands state aid eligibility for library construction and makes permanent a reduced match for library construction aid; conforms the existing match and eligibility requirements

applicable to projects located in "economically disadvantaged" and "economically distressed" communities; and remove the cap of fifty percent of total system-wide project allocations applicable to certain individual library aid projects.

Chapter 270 – Includes the Ogden Farmers' Library, located in the town of Ogden (Monroe County), as an eligible library for the financing of projects through the dormitory authority.

Chapter 271 – Includes the Parma Public Library, located in the town of Parma (Monroe County), as an eligible library for the financing of projects through the dormitory authority.

## Miscellaneous

Chapter 17 – Clarifies that if a cemetery borrows from its permanent maintenance fund (PMF) and subsequently and clearly demonstrates it lacks sufficient future revenue to make repayment then such allowance from the PMF shall be in the form of a grant that the cemetery is not required to repay. Specifies that a cemetery, including a surviving cemetery following a merger or consolidated cemetery following a consolidation, may seek a modification of the method of repayment, or conversion of a loan to a grant, if the cemetery can clearly demonstrate that the cemetery merged or consolidated into the surviving cemetery will not produce sufficient future revenue to make repayment under the existing loan.

Chapter 62 – Prohibits utility corporations, including municipal utilities, from charging

customers for gas or electric service that was rendered more than three months of the monthly billing period. Requires such utilities to provide a thirteen-month usage history in their bills.

**Chapter 609** – Mandates that all municipalities maintain an official website with a “.gov” domain name, which is accessible to the public and update such website regularly. Requires such website to contain at least: the hours of operations; elected officials; services provided; a plain language privacy policy; the most recent annual financial reports; current year budget; most recent independent audit report; notice of municipal elections, public hearings, public meetings, and regular board meetings; agenda and minutes of municipal meetings; an up-to-date version of the town code, or a link to same; and for certain municipalities, the most recent fiscal performance plan or multiyear financial plan;

**Chapter 656** – Provides the option for the expenditure of cemetery trust fund revenue solely for the maintenance and preservation of cemetery grounds.

## **Police, Peace Officers & Public Safety**

**Chapter 9** – Adjusts the requirement that youth camps and sports programs have at least one automated external defibrillator (AED) to allow a description of reasonable access to an AED, instead. Details related elements to be included in such AED implementation plans.

**Chapter 25** – Extends, from one year to two years, the time in which a mandated reporter must receive updated training.

**Chapter 30** – Removes reference to self-insurance policies, clarifies that supplemental uninsured/underinsured motorist (SUM) insurance coverage shall apply to police vehicles that are principally garaged or used in this state, and removes the requirement that SUM coverage be no less than the bodily injury liability insurance limits of the policy.

**Chapter 38** – Clarifies that downed power lines must be responded to within seventy-two hours of reportage. Requires utilities to develop emergency response plans that include provisions to prioritize the securing of downed wires over routine maintenance or other work unrelated to a response to an emergency event.

**Chapter 196** – Adds electric scooters, bicycles with electric assist and/or bicycles to the list of required accident reporting by police. Details that such reports include the type or types of vehicles involved.

**Chapter 205** – Allows severely disabled individuals to renew parking permits without providing an updated certification or additional medical documents.

**Chapter 425** - Clarifies that police agencies may be listed as the petitioner in Extreme Risk Protection Order (ERPO) litigation in lieu of the police officer.

**Chapter 472** – Specifies that the counties of Nassau and Suffolk are included in the

authorization for firefighters and law enforcement officers in cities, towns, and villages outside of New York City to possess and administer epinephrine.

### **Purchasing, Procurement & Competitive Bidding**

Chapter 164 – Extends for 5-years the authority of local governments to purchase technology products and software, security, law enforcement and disaster relief from the Federal General Service Administration; authorizes local governments to utilize and purchase from county contracts for construction trades/service related contracts; and, make purchases utilizing the Office of General Services (OGS) contracts.

Chapter 304 – Requires contractors and subcontractors working on covered projects to submit their payrolls or transcripts to the municipality's fiscal officer.

### **Town Court and Vehicle & Traffic**

Chapter 279 – Adds Monroe to the list of counties authorized to conduct electronic appearances in connection with a criminal action.

Chapter 285 – Adds Oswego to the list of counties authorized to conduct electronic appearances in connection with a criminal action.

Chapter 427 – Requires courts to notify and provide a copy of the issuance, amendment, or revocation of a temporary

extreme risk protection order (ERPO) to the statewide computerized registry of orders of protection and warrants of arrest. Further requires courts to report specified demographic data at the time an ERPO is transmitted.

Chapter 541 – Expands "Melanie's law" to include persons who are related by consanguinity or affinity to parties who are or have been in an intimate relationship with the named victims, regardless of age among those eligible for orders of protection issued via family and criminal courts.

Chapter 589 – Allows the submission of an affirmation rather than a notarized affidavit when moving for a waiver of certain court costs, fees, and expenses for persons of insufficient means.

Chapter 622 – Allows courts to issue protective orders and regulate the disclosure of juror names when there is good cause. Specifies that the court is to instruct a jury to make no inference regarding the guilt or innocence of the defendant, based on the issuance of such a protective order.

Chapter 665 – Clarifies that an unsworn affirmation may be substituted in an administrative proceeding with the same force and effect as an affidavit.

### **Special Acts**

Chapter 46 – Defines the metes and bounds of certain land to be conveyed by

the state to the town of Romulus (Seneca County).

Chapter 83 – Eliminates the requirement that the state Department of Environmental Conservation establish a certified nuisance wildlife permit in the Town of Southold's (Suffolk County) Long Island Urban Deer Management Pilot program, and instead use the existing cull permit process.

Chapter 192 - Extends limitations on the shift between classes of taxable property in the counties of Nassau and Suffolk.

Chapter 193 – Extends limitations on the shift between classes of taxable property in the town of Clarkstown (Rockland County).

Chapter 193 – Extends limitations on the shift between classes of taxable property in the town of Orangetown (Rockland County).

Chapter 203 – Allows the towns of Harmony and North Harmony (Chautauqua County) to elect a single town justice to preside in the town courts of both towns.

Chapter 238 – Authorizes the town of New Windsor (Orange County) to levy up to a 5% hotel occupancy tax.

Chapter 239 – Allows an establishment in the town of Mount Kisco (Westchester County) to be able to obtain a retail license for on-premises consumption even though

it is located within two hundred feet of a school or place of worship.

Chapter 251 – Exempts the residency requirement for the comptroller and building inspector in the town of Chester (Orange County).

Chapter 262 – Authorizes the town of New Windsor (Orange County) to alienate certain parklands for use as a sewer treatment plant and to dedicate other lands as replacement parklands.

Chapter 269 – Expands the area in the town of Harrison (Westchester County) subject to the town's residential parking system.

Chapter 274 – Expands the authorization granted to the town of Greenburgh (Westchester County) to lease and operate a tennis facility to include all racquet/paddle sports.

Chapter 287 – Extends by one year the date in which certain property may be transferred to the town of Huntington (Suffolk county) by the State commissioner of transportation.

Chapter 288 – Extends a residential-commercial property tax exemption program currently authorized for Livingston County to include Steuben County.

Chapter 319 – Allows for the appointing instead of electing a treasurer for the park district in the town of Southold (Suffolk County).

Chapter 323 – Provides for the refund of penalties accrued on certain real property taxes in the town of Scarsdale, (Westchester County).

Chapter 330 – Authorizes the town of Oyster Bay (Nassau County) to discontinue as parklands and convey such parkland to the State department of environmental conservation.

Chapter 349 – Authorizes the town of Cortlandt (Westchester County) to levy up to a 3% hotel occupancy tax.

Chapter 350 – Authorizes the town of Clarkstown (Rockland County) to levy up to a 5% hotel occupancy tax.

Chapter 360 – Authorizes the town of Poughkeepsie (Dutchess County) to levy up to a 5% hotel occupancy tax.

Chapter 383 – Permits the town of Putnam Valley (Putnam County) to lease certain sports field fences for advertisements.

Chapter 393 – Authorizes the town of Kinderhook (Columbia County) to alienate and discontinue the use of certain parklands.

Chapter 395 – Authorizes the town of Brookhaven (Suffolk County) to alienate and discontinue the use of certain parklands.

Chapter 405 – Authorizes the town of Yorktown (Westchester County) to alienate

and discontinue the use of certain parklands.

Chapter 406 – Permits the town of Kent (Putnam County) to lease certain sports field fences for advertisements.

Chapter 407 – Authorizes the town of Brookhaven (Suffolk County) to discontinue a portion of real property currently used as parkland for the construction of sewer facilities.

Chapter 408 – Authorizes the village of Ballston Spa (Saratoga County) to transfer ownership of the Woods Hollow Nature Preserve to the town of Milton (Saratoga County).

Chapter 416 – Authorizes the town of Hempstead (Nassau County) to transfer ownership of certain parkland to the village of Freeport.

Chapter 417 – Exempts a certain parcel of land in the town of Islip (Suffolk County) from certain use restrictions and alienates certain parklands.

Chapter 442 – Permits the town of Greenburgh (Westchester County) to establish and operate a red-light camera (RLC) program at no more than two town-owned intersections within town limits. Stipulates that no photographs, microphotographs, videotape, or any other recorded images created by said RLC program are to be accessed by the public through filing a Freedom of Information Law request to any State agency. Requires the town to follow appropriate public-

contract-awarding process when purchasing or leasing any equipment for its RLC program.

Chapter 484 – Exempts certain parcels of land in the Town of East Hampton (Suffolk County) from licensing restrictions for manufacturers and wholesalers of alcoholic beverages who sell at retail for on-premises consumption.

Chapter 495 – At local option, allows the town of Southampton (Suffolk County) to keep their chief of police in office until such person has attained the age of sixty-five.

Chapter 507 – Authorizes the town of Springfield (Otsego County) to adopt, amend and enforce local laws and rules to regulate docks, boathouses and moorings on Otsego Lake consistent with the laws of the United States.

Chapter 511 – Authorizes the town of Wawayanda (Orange County) to levy up to a 5% hotel occupancy tax.

Chapter 512 – Authorizes the town of Chester (Orange County) to levy up to a 5% hotel occupancy tax.

Chapter 517 – Enacts the Seneca County Water and Sewer Authority Act.

Chapter 532 – Authorizes the town of Ramapo (Rockland County) to levy up to a 5% hotel occupancy tax.

Chapter 533 – Authorizes the town of Ossining (Westchester County) to levy up to a 3% hotel occupancy tax.

Chapter 645 - Authorizes the town of Southampton (Suffolk County) to enact a homestead real property tax exemption.



## 2025 Legislation to Know

Updated 2/7/25

Thousands of pieces of legislation get introduced in Albany during the year.  
The bills listed below may be of particular interest to towns

### Home Rule

S1247/Addabbo (No Same As): Adds GML 96-aa requiring that when the state or an organization is attempting to convert land to public use in a municipality with a population of less than one million, a hearing shall be held in such municipality where such land is located to allow for public comment and input from neighbors; requires a ten day notice of such hearing to members of the community.

### Affordable Housing Component of Comprehensive Plans

1. A27/S2083 Burdick/Kavanagh: Amends Town Law 272-a(3) to add new subsection (p) to include an affordable housing needs assessment as one of the criteria that can be considered as part of a comprehensive plan. Despite the word “Requires” in the Leg. Summary, it appears to be permissive because, as currently drafted, 272-a(3) reads: “*3. Content of a town comprehensive plan. The town comprehensive plan may [emph. added] include the following topics at the level of detail adapted to the special requirements of the town.*”
2. A49/S2084 Burdick/Kavanagh: Amends Town Law 272-a such that:
  - o Under subsection (4), TB shall determine whether it is in the public interest to prepare [rather than merely “may prepare”] a comprehensive plan...and “updates thereof to ensure that it addresses housing needs.”
  - o Under subsection (10), adds language that the TB shall determine whether it is in the public interest to update the comprehensive at least once every 10 years and to ensure that it addresses housing needs.

- Under subsection (12), as with a comprehensive plan and any amendments thereto, any "updates" to the plan must also be filed with the town clerk and county planning.

### **Records**

A32/Burdick (No Same As) - Adds §79-r to Civil Rights Law. Requires municipalities that collect demographic information about a person's gender or sex to update all applicable forms and data systems to include a gender "x" option.

### **Migrant Transfers**

A1759/S803 Buttenschon/Tedisco – Enacts the "migrant home rule transfer and transparency act", which prohibits a municipality from relocating migrants to another municipality in New York unless and until a resolution authorizing the relocation has been adopted by the governing bodies of the receiving municipality and the receiving county; mandates written notice prior to location; provides a fine for violations.

### **First Responders**

1. A2437/S782 Schiavoni/Palumbo: Adds RPTL 466-n to provide eligibility for a property tax exemption for enrolled members of a volunteer ocean rescue squad in certain municipalities upon the adoption of a local law, ordinance or resolution. NOTE: Also on 3<sup>rd</sup> Reading.
2. A2438/S781 Schiavoni/Palumbo: Adds RPTL §466-m, to establish eligibility for a tax exemption on real property for enrolled members of ocean rescue squads in certain municipalities; repeals a section of law relating to the eligibility of enrolled members of Southampton Village Ocean Rescue for a tax exemption on real property. NOTE: Also on 3<sup>rd</sup> Reading.
3. S458 Palumbo (No Same As): Amends RPTL 412-a to eliminate real property tax exemption for fire districts, fire protection districts and ambulance districts developed through IDAs in certain counties.

### **Town Websites**

S783 Skoufis (No Same As): Amends GML 30 and 300 and another proposed bill (A2852-A/S3353-A, not in BW packet) to remove requirement for municipalities with populations less than 1500 to maintain official websites. NOTE: Also on 3rd reading.

### **Speed Limits**

1. A1754/S2713 Shrestha/May: Amends V&T §§1643 & 1662-a to enact "local control for speed limits"; authorizes cities, villages, and towns to adjust the speed limit to lower than fifty-five miles per hour, but not less than twenty-five miles per hour, for portions of state highways that are particularly dangerous.
2. S90/Tedisco (No Same As) Amends V&T §§1620 & 1624, to provide that the maximum speed limit on state highways may be established pursuant to an engineering and/or traffic investigation authorized or performed by the department of transportation or the municipality within which the section of state highway subject to such speed limit is located.

### **Assessor**

A3047/Lunsford (No Same As) – amends Town Law §20 to make town assessors an appointed position statewide; ends elections for town assessors.

### **Highway**

A467/Magnarelli (No Same As) - amends Highway Law §10-c, to provide that whenever the estimate for construction work exceeds one hundred thousand dollars, but does not exceed seven hundred fifty thousand dollars **[increased from 300k]**, such work must be performed either with the municipality's own forces or by contract let by competitive bid.



**Liberty Joint Fire District**  
Liberty Fire Department  
256 Sprague Ave., Suite 5  
Liberty, NY 12754



**Richard (Dick) Martinkovic**  
Chairman

**Commissioners:**  
Matt Johnstone  
Sue Huggler  
John Desrochers  
David Cross

**Treasurer:**  
Patrick Galloway  
**Secretary:**  
Deana Fritz  
**District Administrator:**  
James Simon

**Chief:**  
Beat Birrer

**1<sup>st</sup>. Assistant Chief:**  
James Simon

**2<sup>nd</sup>. Assistant Chief:**  
Anthony Dworetsky

**To: Town Of Liberty**  
Village of Liberty

Activated Fire Alarms Liberty Joint Fire District.

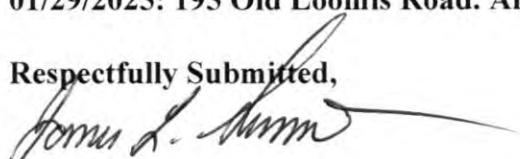
**Village of Liberty:**

01/01/2025: #194 Chestnut Street Alarm activated due to cooking.  
01/03/2025: 5 Liberty Commons Barton Road. Alarm activated due to system malfunction.  
01/21/2025: 3 Spur Street. Alarm activated due to system malfunction.  
01/21/2025: McDonald's 58 Sullivan Ave. Alarm activated due to accidental trip of alarm.

**Town of Liberty:**

01/03/2025: 256 Sunset Lake Road. Alarm activated due to aerosol spray.  
01/09/2025: 440 Parksville Road. Alarm activated due to cooking.  
01/12/2025: 5755 State Rt 55 Neversink Road. Alarm activated due to cooking.  
01/13/2025: 477 Revonah Hill Road. Aalrm activated due to cooking.  
01/21/2025: 361 Parksville Road. Alarm activated due to construction.  
01/22/2025: 361 Parksville Road. Alarm activated due to broken water pipe.  
01/29/2025: 195 Old Loomis Road. Alarm activated due to alarm company testing system.

Respectfully Submitted,

  
James Simon  
LJFD Administrator.

Please see email from Nancy Levine.

**Laurie Dutcher, Town Clerk CMC, RMC**

[l.dutcher@townofliberty.org](mailto:l.dutcher@townofliberty.org)

Certified Municipal Clerk

Registered Municipal Clerk

Tax Collector/Registrar/Marriage Officer

Records Management Officer/FOIL Officer



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**From:** NANCY LEVINE <[swanlakeny@gmail.com](mailto:swanlakeny@gmail.com)>  
**Sent:** Friday, February 7, 2025 10:35 AM  
**To:** [l.dutcher@townofliberty.org](mailto:l.dutcher@townofliberty.org) <[l.dutcher@townofliberty.org](mailto:l.dutcher@townofliberty.org)>  
**Subject:** Question about sewer cost repairs

Good morning , Laurie. Please forward to the town board.

We would like to know if the repairs to bring the plant into compliance with the DEC are going to be paid out of the \$15,000,000. I don't believe this has been addressed.

Thank you.

Nancy Levine

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Marriage License	Marriage License Fee	1	17.50
	Permits	Refuse Collection	13	1,300.00
		Towing License	11	1,100.00
	TOWN CLERK	EZ Pass	7	175.00
		Marriage Certificate	6	60.00
		Notary Fees	20	40.00
			<b>Sub-Total:</b>	<b>\$2,692.50</b>
A1620.4	Central Printing & Mailing	Photo Copies	4	1.00
			<b>Sub-Total:</b>	<b>\$1.00</b>
A1670.4	Building Fees	Certified Mailings	1	96.40
			<b>Sub-Total:</b>	<b>\$96.40</b>
A2544	Dog Licensing	Female, Spayed	4	36.00
		Female, Unspayed	5	62.50
		Male, Neutered	1	9.00
		Male, Unneutered	2	25.00
	SENIOR	SENIOR	3	-15.00
			<b>Sub-Total:</b>	<b>\$117.50</b>
A2545	Dog	Redeemed Dog	1	75.00
			<b>Sub-Total:</b>	<b>\$75.00</b>
B2115	Building Fees	Special Use	3	900.00
			<b>Sub-Total:</b>	<b>\$900.00</b>
B2770	Building Fees	Building Inspections Multi Family	3	280.00
		Building Permit	18	19,982.15
		Commercial Establishment Inspections	1	75.00
		Fire Inspections	1	565.00
		Municipal Search	13	1,300.00
			<b>Sub-Total:</b>	<b>\$22,202.15</b>
			<b>Total Local Shares Remitted:</b>	<b>\$26,084.55</b>
Amount paid to: Ny State Dept. Of Health				22.50
Amount paid to: NYS Ag. & Markets for spay/neuter program				26.00
<b>Total State, County &amp; Local Revenues:</b>	<b>\$26,133.05</b>		<b>Total Non-Local Revenues:</b>	<b>\$48.50</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

## EXPENSE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	P.O. BALANCE	UNENCUMBERED UNEX. BALANCE
GENERAL FUND - TOWNWIDE	3,332,122.00	197,685.82	197,685.82	10,209.40	3,124,226.78
TOWN - OUTSIDE VILLAGE	618,016.00	20,016.31	20,016.31	.00	597,999.69
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	.00	.00	.00	.00
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,725,700.00	148,145.50	148,145.50	64,695.05	1,512,859.45
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,365,294.00	27,298.64	27,298.64	.00	1,337,995.36
HIGHWAY CHIPS FUND	644,000.00	.00	.00	.00	644,000.00
WATER AND SEWER OPERATIONAL FUND	1,043,236.00	69,592.24	69,592.24	.00	973,643.76
TOTAL SEWER DISTRICTS	963,257.00	1,684.03	1,684.03	4,262.25	957,310.72
TOTAL WATER DISTRICTS	1,576,979.00	3,019.55	3,019.55	9,656.40	1,564,303.05
GRAND TOTALS.....	11,268,604.00	467,442.09	467,442.09	88,823.10	10,712,338.81

## REVENUE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT RECEIPTS	Y-T-D RECEIPTS	UNCOLLECTED BALANCE
GENERAL FUND - TOWNWIDE	2,932,122.00	3,211.64	3,211.64	2,928,910.36
TOWN - OUTSIDE VILLAGE	493,016.00	.00	.00	493,016.00
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	.00	.00	.00
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,600,700.00	1,563,700.00	1,563,700.00	37,000.00
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,280,294.00	.00	.00	1,280,294.00
HIGHWAY CHIPS FUND	644,000.00	.00	.00	644,000.00
WATER AND SEWER OPERATIONAL FUND	1,043,236.00	.00	.00	1,043,236.00
TOTAL SEWER DISTRICTS	857,257.00	27,637.92	27,637.92	829,619.08
TOTAL WATER DISTRICTS	1,459,979.00	25,796.66	25,796.66	1,434,182.34
GRAND TOTALS.....	10,310,604.00	1,620,346.22	1,620,346.22	8,690,257.78



Town of Liberty  
Supervisor's Report

January-25

Bank Account Reconciliation

Name	Bank	Accout #	Current Total
General Fund	Key Bank	*183	\$ 999,133.98
Highway Fund	Key Bank	*191	\$ 2,330,709.25
Capital Reserve Fund	TD Banknorth	*521	\$ 904,037.08
Capital Reserve Fund	Wayne Bank	*701	\$ 270,061.68
Street Light Districts	CHB	*555	\$ 56,238.26
Water and Sewer Fund	Key Bank	*205	\$ 983,022.75
Trust and Agency	Key Bank	*744	\$ 326,777.99
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>\$ 5,869,980.99</b>

Key Bank Treasury Bills:			\$ 6,893,671.06
Catskill Hudson Bank CD			\$ -
Jeff Bank CD			\$ -
TD Banknorth CD			\$ 221,248.04
		<b>TOTAL CD:</b>	<b>\$ 7,114,919.10</b>

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
146	4417	CLEARFLY						
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		127.40	65708	
GENERAL FUND - TOWNWIDE		Contractual		A 1220 4		32.20		
GENERAL FUND - TOWNWIDE		Contractual		A 1310 4		31.85		
GENERAL FUND - TOWNWIDE		Contractual		A 1330 4		16.10		
GENERAL FUND - TOWNWIDE		Contractual		A 1355 4		31.85		
GENERAL FUND - TOWNWIDE		Contractual		A 1410 4		31.85		
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		594.80		
GENERAL FUND - TOWNWIDE		Contractual		A 1680 4		16.10		
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		100.08		
GENERAL FUND - TOWNWIDE		Contractual		A 6772 4		24.73		
GENERAL FUND - TOWNWIDE		Contractual		A 7020 4		76.76		
TOWN - OUTSIDE VILLAGE		Contractual		B 3620 4		47.95		
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		37.23		1,168.90
147	110	NYSE&G						
FERNDALE WATER DISTRICT		Contractual		W2 8310 4		296.52	65706	
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		1,137.55		
STEVENSVILLE WATER DISTRICT		Contractual		W3 8311 4		3,986.84		
ROUTE 55 WATER DISTRICT		Contractual		W7 8310 4		334.71		5,755.62
148	110	NYSE&G						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		1,431.70	65706	
INFIRMARY ROAD SEWER DISTRICT		Contractual		S7 8110 4		22.89		1,454.59
149	110	NYSE&G						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		33.52	65706	
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		25.41		
GENERAL FUND - TOWNWIDE		Contractual		A 7111 4		64.49		
GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		92.22		215.64
150	5403	CHARTER COMMUNICATIONS						
GENERAL FUND - TOWNWIDE		Contractual		A 7020 4		109.99	65709	109.99
151	130	VERIZON						
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		147.37	65707	147.37
152	575	ADVANCED AUTO PARTS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,302.71		1,302.71
153	180	ALL STEEL AND ALUMINUM	16952					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		1,325.00		1,325.00
154	5235	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		93.76		93.76
155	5235	AMERICAN EXPRESS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Equipment		DA 5130 2		399.99		399.99
156	5235	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 1680 4		84.87		84.87
157	1646	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 1220 4		329.07		329.07

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
158	2038	ARKEL MOTORS INC HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		413.68		413.68
159	8122	ALLEGIANCE TRUCKS BINGHAMTON HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		3.65		3.65
160	8119	ATLAS SECURITY SERVICES, INC GENERAL FUND - TOWNWIDE	Contractual	A 1110 4		143.04		143.04
161	3308	BRENNETAG LUBRICANTS NORTHEAST HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	16950 Contractual	DA 5130 4		4,511.70		4,511.70
162	1740	CAMPBELL FREIGHTLINER HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		377.58		377.58
163	100	CARGILL INCORPORATED HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	16947 Contractual	DA 5142 4		26,663.83		26,663.83
164	4117	CN WOOD CO, INC HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		702.77		702.77
165	2993	CREDIT BUREAU OF MONTICELLO, INC. GENERAL FUND - TOWNWIDE	Contractual	A 1220 4		9.64		
		GENERAL FUND - TOWNWIDE	Contractual	A 1310 4		9.64		
		GENERAL FUND - TOWNWIDE	Contractual	A 1355 4		9.64		
		GENERAL FUND - TOWNWIDE	Contractual	A 1410 4		9.64		
		TOWN - OUTSIDE VILLAGE	Contractual	B 3620 4		9.64		
		TOWN - OUTSIDE VILLAGE	Contractual	B 8020 4		9.65		
		WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		9.65		67.50
166	4123	CYCLOPS PROCESS EQUIPMENT RESERVE - SWAN LAKE SEWER	16867 Capital Outlay	HX 8310 3		8,915.00		
		S. L. / BRISCOE CONSOLIDATED SEWER	Contractual	S2 8110 4		225.76		9,140.76
167	7206	DAVIS VISION INC GENERAL FUND - TOWNWIDE	Emp. Benefit	A 9060 8		207.47		207.47
168	7023	DELTA DENTAL OF NEW YORK GENERAL FUND - TOWNWIDE	Emp. Benefit	A 9060 8		408.36		408.36
169	1972	DOWSER WATER GENERAL FUND - TOWNWIDE	Contractual	A 7020 4		16.94		16.94
170	1972	DOWSER WATER GENERAL FUND - TOWNWIDE	Contractual	A 5132 4		43.91		43.91
171	315	DUTCHESS OVERHEAD DOOR GENERAL FUND - TOWNWIDE	16948 Contractual	A 5132 4		7,827.00		7,827.00
172	6019	EMPIRE ENVELOPES AND GRAPHICS, LLC GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		127.17		127.17
173	7032	DELAWARE ENGINEERING, D.P.C. RESERVE - SWAN LAKE SEWER	Capital Outlay	HX 8310 3		2,698.50		2,698.50

PRG-AP0008 REPORT AS OF 2/28/25  
RUN TIME 11.29.35 DATE 2/13/25

VOUCHER ABSTRACT  
MUNICIPALITY: TOWN OF LIBERTY

PAGE 3

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
174	6028	ENDICOTT COMM INC WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		265.18		265.18
175	2815	FALLSBURG LUMBER GENERAL FUND - TOWNWIDE	Contractual	A 7110 4		42.21		42.21
176	64	52 AUTO WORKS, INC WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		631.39		631.39
177	1465	FLEETPRIDE HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		137.59		137.59
178	7042	FUSCO ENGINEERING & LAND SURVEYING TOWN - OUTSIDE VILLAGE	Fusco Engineering Contract	B 3620 41		12,083.33		12,083.33
179	5229	HOLLAND PUMP STEVENSVILLE WATER DISTRICT	16877 Contractual	W3 8311 4		1,036.00		1,036.00
180	1992	HUDSON RIVER TRUCK & TRAILER HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		405.34		405.34
181	8062	IMS GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		2,734.73		2,734.73
182	3426	J.C. EHRLIC CO, INC GENERAL FUND - TOWNWIDE	16951 Contractual	A 5132 4		1,366.80		1,366.80
183	3426	J.C. EHRLIC CO, INC GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		720.14		720.14
184	972	JOHN BONHAM ROAD EQ & SUPPLIES, INC HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5142 4		286.75		286.75
185	1609	KENNETH KLEIN GENERAL FUND - TOWNWIDE	Contractual	A 1420 4		5,500.00		5,500.00
186	421	LANGUAGE LINE SERVICES GENERAL FUND - TOWNWIDE	Contractual	A 1110 4		24.75		24.75
187	1709	LAWSON PRODUCTS, INC HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		337.92		337.92
188	730	LIBERTY PRESS GENERAL FUND - TOWNWIDE	Contractual	A 1355 4		187.00		187.00
189	730	LIBERTY PRESS WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		178.00		178.00
190	7136	MALTZ SALES COMPANY, INC S. L. / BRISCOE CONSOLIDATED SEWER S. L. / BRISCOE CONSOLIDATED SEWER STEVENSVILLE WATER DISTRICT STEVENSVILLE WATER DISTRICT	16871 EQUIPMENT ARPA Contractual EQUIPMENT ARPA EQUIPMENT ARPA	S2 8110 21 S2 8110 4 W3 8310 21 W3 8311 21		2,958.20 42.29 7,648.80 2,007.60		12,656.89
191	822	MARSHALL & SWIFT/BOECKH, LLC GENERAL FUND - TOWNWIDE	Contractual	A 1355 4		688.20		688.20

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
192	1499	MIRABITO ENERGY PRODUCTS						
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		3,823.41		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5142 4		6,299.91		10,123.32
193	155	N Y S A A						
GENERAL FUND - TOWNWIDE		Contractual		A 1355 4		125.00		125.00
194	3013	PARTNERS IN SAFETY, INC.						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9050 8		49.00		49.00
195	3013	PARTNERS IN SAFETY, INC.						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9050 8		15.00		15.00
196	4221	PITNEY BOWES BANK RESERVE ACCOUNT						
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		3,000.00		3,000.00
197	4107	PN FIRE & BURGLAR ALARM CO., INC..						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		148.00		148.00
198	1969	PRESTIGE TOWING & RECOVERY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		790.00		790.00
199	1969	PRESTIGE TOWING & RECOVERY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		395.00		395.00
200	8010	QUILL CORPORATION						
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		13.78		13.78
201	1065	RTS TRUCK CENTER	16949					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		2,554.09		2,554.09
202	1065	RTS TRUCK CENTER						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		229.08		229.08
203	8086	STANDARD LIFE INSURANCE COMP OF NY						
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		356.93		
TOWN - OUTSIDE VILLAGE		Empl. Benefit		B 9060 8		40.56		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefit		DA 9060 8		154.13		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits		DB 9060 8		121.68		
WATER AND SEWER OPERATIONAL FUND		Emp. Benefits		MO 9060 8		137.90		811.20
204	1251	STAPLES ADVANTAGE						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		242.84		242.84
205	521	S.C. ASSESSOR'S ASSOC.						
GENERAL FUND - TOWNWIDE		Contractual		A 1355 4		50.00		50.00
206	2225	SULLIVAN COUNTY LABS						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		40.00		40.00
207	1729	SULLIVAN COUNTY TREASURER						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		39.00		39.00
208	1729	SULLIVAN COUNTY TREASURER						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		42.00		42.00

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
209	1767	THOMSON RETUERS- WEST						
GENERAL FUND - TOWNWIDE			Contractual	A 1355 4		1,002.00		1,002.00
210	554	TOWN OF LIBERTY/ RESERVE FUND						
LOOMIS SEWER DISTRICT		Equipment	S1 9901 9200		3,000.00			
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		Equipment	S7 9901 9200		2,500.00			
LOOMIS WATER DISTRICT		Equipment	W1 9901 9200		1,500.00			
FERNDALE WATER DISTRICT		Equipment	W2 9901 9200		9,500.00			
STEVENVILLE 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
211	7508	TOWN OF LIBERTY						
LOOMIS SEWER DISTRICT		Administration	S1 9901 9600		2,400.00			
S. L. / BRISCOE CONSOLIDATED SEWER		Administration	S2 9901 9600		14,400.00			
YOUNGSHILL SEWER DISTRICT		Administration	S4 9901 9600		400.00			
INFIRMARY ROAD SEWER DISTRICT		Administration	S7 9901 9600		2,000.00			
LOOMIS WATER DISTRICT		Administration	W1 9901 9600		1,200.00			
FERNDALE WATER DISTRICT		Administration	W2 9901 9600		7,600.00			
STEVENVILLE WATER DISTRICT		Administration	W3 9901 9600		8,800.00			
W.S.S. WATER DISTRICT		Administration	W4 9901 9600		2,000.00			
INDIAN LAKE WATER DISTRICT		Administration	W5 9901 9600		400.00			
COLD SPRING ROAD WATER DISTRICT		Administration	W6 9901 9600		400.00			
ROUTE 55 WATER DISTRICT		Administration	W7 9901 9600		400.00			40,000.00
212	758	TOWN OF LIBERTY						
GENERAL FUND - TOWNWIDE		Transfer to capital	A 9952 9500		3,000.00			
GENERAL FUND - TOWNWIDE		D.P. Equipment	A 9953 9		3,000.00			
LOOMIS SEWER DISTRICT		Transfer to Capital Funds	S1 9950 9		3,000.00			
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			
FERNDALE WATER DISTRICT		Ferndale Water Lines	W2 9950 9		28,500.00			
STEVENVILLE WATER DISTRICT		Interfund Transfer Capital Res	W3 9950 9		5,000.00			
W.S.S. WATER DISTRICT		Equipment	W4 9950 9		2,000.00			
ROUTE 55 WATER DISTRICT		Transfer to Capital Reserve	W7 9950 9		15,000.00			91,500.00
213	795	TOWN OF LIBERTY						
GENERAL FUND - TOWNWIDE		INTERFUND TRANSFER FOR SICK RE	A 9901 8		2,000.00			
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			9,000.00
214	1000	TRACEY RD. EQUIPMENT, INC.						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual	DA 5130 4		932.70			932.70
215	420	TRADING POST - LIBERTY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual	DA 5130 4		266.01			266.01
216	420	TRADING POST - LIBERTY						
GENERAL FUND - TOWNWIDE		Contractual	A 1620 4		58.85			

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		111.88		170.73
217 1277	UDIG NY INC							
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		22.00		22.00
218 4032	VILLAGE OF LIBERTY WATERWORKS							
YOUNGSHILL SEWER DISTRICT		Contractual		S4 8110 4		4,459.50		4,459.50
219 1600	WECHSLER POOL AND SUPPLY CO							
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		442.35		
STEVENSVILLE WATER DISTRICT		Contractual		W3 8311 4		515.50		
W.S.S. WATER DISTRICT		Contractual		W4 8310 4		165.75		1,123.60
220 2150	WELLS FARGO VENDOR FIN SERV							
GENERAL FUND - TOWNWIDE		Contractual		A 1355 4		45.05		
TOWN - OUTSIDE VILLAGE		Contractual		B 3620 4		45.04		90.09
221 7023	DELTA DENTAL OF NEW YORK							
GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8		519.00	25020700	519.00
222 1480	SULLIVAN COUNTY CLERKS OFFICE							
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8111 4		65.00	65710	65.00
223 3314	RINGSQUARED TELECOM LLC							
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		78.00	65715	
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		297.51		
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		78.00		
GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		78.00		
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		78.00		609.51
224 3038	CONSTELLATION ENERGY SVC OF NY							
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		151.79	65714	
GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		45.03		196.82
225 3038	CONSTELLATION ENERGY SVC OF NY							
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		533.61	65714	533.61
226 3038	CONSTELLATION ENERGY SVC OF NY							
LOOMIS SEWER DISTRICT		Contractual		S1 8110 4		604.23	65714	
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		4,150.21		
FERNDALE WATER DISTRICT		Contractual		W2 8310 4		457.53		
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		1,492.04		
ROUTE 55 WATER DISTRICT		Contractual		W7 8310 4		404.38		7,108.39
227 110	NYSE&G							
INFIRMARY ROAD SEWER DISTRICT		Contractual		S7 8110 4		208.80	65711	208.80
228 110	NYSE&G							
GENERAL FUND - TOWNWIDE		Contractual		A 5182 4		1,191.88	65711	
FERNDALE LIGHT DISTRICT		Contractual		L1 5182 4		393.27		
SWAN LAKE LIGHT DISTRICT		Contractual		L2 5182 4		1,119.00		
W.S.S. LIGHT DISTRICT		Contractual		L3 5182 4		454.29		
PARKSVILLE LIGHT DISTRICT		Contractual		L4 5182 4		365.84		
LOCH SHELDRAKE ROAD LIGHT DISTRICT		Contractual		L5 5182 4		378.45		3,902.73

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
229	130	VERIZON						
FERNDALE WATER DISTRICT			Contractual	W2 8310 4		221.06	65712	
W.S.S. WATER DISTRICT			Contractual	W4 8310 4		73.69		294.75
230	643	VERIZON SELECT SERVICES INC.						
S. L. / BRISCOE CONSOLIDATED SEWER			Contractual	S2 8110 4		1.89	65713	1.89
231	3038	CONSTELLATION ENERGY SVC OF NY						
GENERAL FUND - TOWNWIDE			Contractual	A 5182 4		246.71	65716	246.71
232	380	PAYROLL ACCOUNT						
GENERAL FUND - TOWNWIDE			Pers. Ser.	A 1010 1		1,455.92	25021200	
GENERAL FUND - TOWNWIDE			Per. Ser.	A 1110 1		9,717.14		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 1220 1		5,221.79		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 1310 1		2,700.60		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 1355 1		4,448.96		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 1410 1		4,870.95		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 3510 1		1,780.85		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 5010 1		4,968.24		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 7020 1		6,884.03		
GENERAL FUND - TOWNWIDE			Per. Ser.	A 7110 1		3,008.16		
GENERAL FUND - TOWNWIDE			Per. Services	A 7140 1		178.75		
TOWN - OUTSIDE VILLAGE			Per. Ser.	B 1420 1		766.28		
TOWN - OUTSIDE VILLAGE			Per. Ser.	B 3620 1		4,052.80		
TOWN - OUTSIDE VILLAGE			Per. Ser.	B 8020 1		300.00		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Per. Ser.	DA 5130 1		7,299.43		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Per. Ser.	DA 5142 1		41,882.72		
WATER AND SEWER OPERATIONAL FUND			Per. Ser.	MO 8110 1		17,799.59		117,336.21
233	1227	FIRST NATL. BANK OF JEFFERSONVILLE						
GENERAL FUND - TOWNWIDE			Emp. Benefit	A 9030 8		3,382.80	25021201	
TOWN - OUTSIDE VILLAGE			Emp. Benefit	B 9030 8		389.34		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Emp. Benefits	DA 9030 8		556.82		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Emp. Benefits	DA 9030 8		3,161.92		
WATER AND SEWER OPERATIONAL FUND			Emp. Benefits	MO 9030 8		1,340.24		8,831.12
234	575	ADVANCED AUTO PARTS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		896.47		896.47
235	8122	ALLEGIANCE TRUCKS BINGHAMTON						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		568.49		568.49
236	8122	ALLEGIANCE TRUCKS BINGHAMTON	16955					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		8,760.92		8,760.92
237	5235	AMERICAN EXPRESS						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		146.97		146.97
238	5235	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE			Contractual	A 7150 4		200.00		200.00
239	5235	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE			Contractual	A 1010 4		15.99		
GENERAL FUND - TOWNWIDE			Contractual	A 1480 4		53.20		69.19

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
240	5235	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 1410 4		56.07-		
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		449.91		393.84
241	1595	AMERICAN EXPRESS						
GENERAL FUND - TOWNWIDE		Contractual		A 1410 4		117.98		117.98
242	2048	APPLIED LOGIC CORP.						
GENERAL FUND - TOWNWIDE		Contractual		A 1680 4		2,011.50		2,011.50
243	8902	ARAMSCO INC						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		978.36		978.36
244	8119	ATLAS SECURITY SERVICES, INC						
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		858.24		858.24
245	368	BADGER METER INC						
YOUNGSHILL SEWER DISTRICT		Contractual		S4 8110 4		36.40		
W.S.S. WATER DISTRICT		Contractual		W4 8310 4		36.40		72.80
246	1912	BILLIG, LOUGHLIN & SILVER, LLP						
TOWN - OUTSIDE VILLAGE		Contractual		B 1420 4		300.00		300.00
247	850	SULLIVAN MATERIALS	16953					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5142 4		2,425.87		2,425.87
248	100	CARGILL INCORPORATED	16954					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5142 4		22,398.02		22,398.02
249	7231	CASELLA						
GENERAL FUND - TOWNWIDE		Contractual		A 5132 4		211.60		211.60
250	20	CATSKILL-DELAWARE PUB.						
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		47.00		47.00
251	20	CATSKILL-DELAWARE PUB.						
GENERAL FUND - TOWNWIDE		Contractual		A 1670 4		262.03		262.03
252	312	LAURIE DUTCHER						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		33.60		33.60
253	433	EAST COAST ENVIRONMENTAL, INC.	16878					
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		2,475.00		
STEVENSVILLE WATER DISTRICT		Contractual		W3 8311 4		2,475.00		4,950.00
254	457	EASTERN ELECTRICAL CONTRACTING, INC						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		900.00		900.00
255	2815	FALLSBURG LUMBER						
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		31.16		31.16
256	1465	FLEETPRIDE						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		497.80		497.80
257	972	JOHN BONHAM ROAD EQ & SUPPLIES, INC						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5142 4		914.00		914.00

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
258	6108	JOKER INK, LLC	16889					
GENERAL FUND - TOWNWIDE			Contractual	A 7140 4		990.00		990.00
259	1873	LOOMIS WATER DISTRICT						
GENERAL FUND - TOWNWIDE			Contractual	A 5132 4		216.45		216.45
260	1499	MIRABITO ENERGY PRODUCTS						
GENERAL FUND - TOWNWIDE			Contractual	A 5132 4		2,264.15		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5142 4		4,176.64		6,440.79
261	1499	MIRABITO ENERGY PRODUCTS						
S. L. / BRISCOE CONSOLIDATED SEWER			Contractual	S2 8110 4		325.11		325.11
262	114	NEW YORK RURAL WATER ASSOCIATION						
WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		475.00		475.00
263	680	MONROE TRACTOR						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		950.01		950.01
264	232	STATE OF NY DEPT. OF CIVIL SERVICE						
GENERAL FUND - TOWNWIDE			Emp. Benefit	A 9060 8		45,842.90		
TOWN - OUTSIDE VILLAGE			Empl. Benefit	B 9060 8		5,209.41		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Emp. Benefit	DA 9060 8		19,795.80		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1			Emp. Benefits	DB 9060 8		15,628.26		
WATER AND SEWER OPERATIONAL FUND			Emp. Benefits	MO 9060 8		17,712.03		104,188.40
265	7184	NORTH EAST PARTS GROUP, LLC						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		1,998.92		1,998.92
266	7184	NORTH EAST PARTS GROUP, LLC						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		1,299.55		1,299.55
267	7184	NORTH EAST PARTS GROUP, LLC						
WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		569.97		569.97
268	1710	NYS MAGISTRATES ASSOC.						
GENERAL FUND - TOWNWIDE			Contractual	A 1110 4		210.00		210.00
269	1710	NYS MAGISTRATES ASSOC.						
GENERAL FUND - TOWNWIDE			Contractual	A 1110 4		210.00		210.00
270	387	PETTY CASH						
GENERAL FUND - TOWNWIDE			Contractual	A 6772 4		17.50		
GENERAL FUND - TOWNWIDE			Contractual	A 7110 4		11.97		29.47
271	1730	PITNEY BOWES BANK INC PURCHASE PWR						
GENERAL FUND - TOWNWIDE			Contractual	A 1620 4		578.43		578.43
272	1734	PITNEY BOWES BANK INC PURCHASE PWR						
GENERAL FUND - TOWNWIDE			Contractual	A 1670 4		1,000.00		1,000.00
273	4107	PN FIRE & BURGLAR ALARM CO., INC.						
GENERAL FUND - TOWNWIDE			Contractual	A 1620 4		148.00		148.00
274	1969	PRESTIGE TOWING & RECOVERY						
WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		175.00		175.00

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
275	8010	QUILL CORPORATION						
GENERAL FUND - TOWNWIDE			Contractual	A 5132 4		258.93		258.93
276	8010	QUILL CORPORATION						
GENERAL FUND - TOWNWIDE			Contractual	A 1410 4		167.73		
GENERAL FUND - TOWNWIDE			Contractual	A 1620 4		79.98		247.71
277	3326	RAFA SYSTEMS, INC						
LOOMIS SEWER DISTRICT			Contractual	S1 8110 4		45.82		
S. L. / BRISCOE CONSOLIDATED SEWER			Contractual	S2 8110 4		45.82		
YOUNGSHILL SEWER DISTRICT			Contractual	S4 8110 4		45.82		
INFIRMARY ROAD SEWER DISTRICT			Contractual	S7 8110 4		45.82		
LOOMIS WATER DISTRICT			Contractual	W1 8310 4		45.82		
FERNDALE WATER DISTRICT			Contractual	W2 8310 4		45.82		
STEVENSVILLE WATER DISTRICT			Contractual	W3 8310 4		45.82		
W.S.S. WATER DISTRICT			Contractual	W4 8310 4		45.82		
INDIAN LAKE WATER DISTRICT			Contractual	W5 8310 4		45.82		
COLD SPRING ROAD WATER DISTRICT			Contractual	W6 8310 4		45.82		
ROUTE 55 WATER DISTRICT			Contractual	W7 8310 4		45.80		504.00
278	1065	RTS TRUCK CENTER						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		1,047.50		1,047.50
279	160	SCHMIDTS WHOLESALE, INC.						
S. L. / BRISCOE CONSOLIDATED SEWER			Contractual	S2 8110 4		287.16		
LOOMIS WATER DISTRICT			Contractual	W1 8310 4		390.25		
FERNDALE WATER DISTRICT			Contractual	W2 8310 4		254.40		
STEVENSVILLE WATER DISTRICT			Contractual	W3 8310 4		254.40		
ROUTE 55 WATER DISTRICT			Contractual	W7 8310 4		254.41		1,440.62
280	280	SHOPRITE SUPERMARKETS, INC						
GENERAL FUND - TOWNWIDE			Contractual	A 6772 4		10.99		10.99
281	2225	SULLIVAN COUNTY LABS						
WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		240.00		
LOOMIS SEWER DISTRICT			Contractual	S1 8110 4		254.00		
S. L. / BRISCOE CONSOLIDATED SEWER			Contractual	S2 8110 4		321.00		815.00
282	1729	SULLIVAN COUNTY TREASURER						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		174.00		174.00
283	1310	THALMANN'S SERVICE CENTER, INC.	16879					
WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		1,208.38		1,208.38
284	461	TOWN OF LIBERTY						
WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		128.34		128.34
285	1056	TRACTOR SUPPLY CO CREDIT PLAN						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		9.99		9.99
286	420	TRADING POST - LIBERTY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual	DA 5130 4		162.11		162.11
287	420	TRADING POST - LIBERTY						
WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		138.31		

PRG-AP0008 REPORT AS OF 2/28/25  
RUN TIME 11.29.35 DATE 2/13/25VOUCHER ABSTRACT  
MUNICIPALITY: TOWN OF LIBERTY

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VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
S. L. / BRISCOE CONSOLIDATED SEWER STEVENSVILLE WATER DISTRICT			Contractual Contractual	S2 8110 4 W3 8311 4		74.57 8.38		221.26
288 420 TRADING POST - LIBERTY GENERAL FUND - TOWNWIDE GENERAL FUND - TOWNWIDE			Contractual Contractual	A 1620 4 A 7110 4		41.15 79.60		120.75
289 8123 HD SUPPLY, INC S. L. / BRISCOE CONSOLIDATED SEWER STEVENSVILLE WATER DISTRICT			Contractual Contractual	S2 8110 4 W3 8310 4		977.19 266.84		1,244.03
290 247 WASTE MANAGEMENT, INC. S. L. / BRISCOE CONSOLIDATED SEWER			Contractual	S2 8110 4		1,206.49		1,206.49
291 1902 WEX BANK WATER AND SEWER OPERATIONAL FUND			Contractual	MO 8110 4		1,408.08		1,408.08
292 1937 WEX BANK GENERAL FUND - TOWNWIDE			Contractual	A 7110 4		523.92		523.92
293 1941 WEX BANK GENERAL FUND - TOWNWIDE			Contractual	A 1355 4		46.43		46.43
294 5235 AMERICAN EXPRESS GENERAL FUND - TOWNWIDE			Contractual	A 1355 4		96.93		96.93
295 7042 FUSCO ENGINEERING & LAND SURVEYING TOWN - OUTSIDE VILLAGE			Fusco Engineering Contract	B 3620 41		12,083.33		12,083.33
296 110 NYSE&G GENERAL FUND - TOWNWIDE			Contractual	A 3510 4		482.47		482.47
297 246 JOSEPH NEBZYDOSKI, VMD GENERAL FUND - TOWNWIDE			Contractual	A 3510 4		165.00		165.00
298 5235 AMERICAN EXPRESS WATER AND SEWER OPERATIONAL FUND LOOMIS SEWER DISTRICT INFIRMARY ROAD SEWER DISTRICT			Contractual Contractual Contractual	MO 8110 4 S1 8110 4 S7 8110 4		49.25 49.25 49.25		147.75
299 1499 MIRABITO ENERGY PRODUCTS GENERAL FUND - TOWNWIDE			Contractual	A 1620 4		2,300.36		2,300.36
300 8062 IMS GENERAL FUND - TOWNWIDE			Contractual	A 1620 4		2,734.73		2,734.73
							658,752.11	**

	ACCOUNT	ENC	AMOUNT
<b>GENERAL FUND - TOWNWIDE</b>			
Pers. Ser.	A 1010 1		1,455.92
Contractual	A 1010 4		15.99
Per. Ser.	A 1110 1		9,717.14
Contractual	A 1110 4		1,651.43
Per. Ser.	A 1220 1		5,221.79
Contractual	A 1220 4		370.91
Per. Ser.	A 1310 1		2,700.60
Contractual	A 1310 4		41.49
Contractual	A 1330 4		16.10
Per. Ser.	A 1355 1		4,448.96
Contractual	A 1355 4		2,282.10
Per. Ser.	A 1410 1		4,870.95
Contractual	A 1410 4		271.13
Contractual	A 1420 4		5,500.00
Contractual	A 1480 4		53.20
Contractual	A 1620 4		12,177.51
Contractual	A 1670 4		4,309.03
Contractual	A 1680 4		2,112.47
Per. Ser.	A 3510 1		1,780.85
Contractual	A 3510 4		647.47
Per. Ser.	A 5010 1		4,968.24
Contractual	A 5132 4		16,659.72
Contractual	A 5182 4		1,438.59
Contractual	A 6772 4		53.22
Per. Ser.	A 7020 1		6,884.03
Contractual	A 7020 4		203.69
Per. Ser.	A 7110 1		3,008.16
Contractual	A 7110 4		1,112.43
Contractual	A 7111 4		64.49
Per. Services	A 7140 1		178.75
Contractual	A 7140 4		990.00
Contractual	A 7150 4		415.25
Emp. Benefit	A 9030 8		3,382.80
Emp. Benefit	A 9050 8		64.00
Emp. Benefit	A 9060 8		47,334.66
INTERFUND TRANSFER FOR SICK RE	A 9901 8		2,000.00
Transfer to capital	A 9952 9500		3,000.00
D.P. Equipment	A 9953 9		3,000.00
			154,403.07 *

<b>TOWN - OUTSIDE VILLAGE</b>			
Per. Ser.	B 1420 1		766.28
Contractual	B 1420 4		300.00
Per. Ser.	B 3620 1		4,052.80
Contractual	B 3620 4		102.63
Fusco Engineering Contract	B 3620 41		24,166.66
Per. Ser.	B 8020 1		300.00
Contractual	B 8020 4		9.65
Emp. Benefit	B 9030 8		389.34
Empl. Benefit	B 9060 8		5,249.97
			35,337.33 *

<b>HIGHWAY FUND - TOWNWIDE - HWY 3 &amp; 4</b>			
Per. Ser.	DA 5130 1		7,299.43
			35,337.33 **

		ACCOUNT	ENC	AMOUNT	
<b>HIGHWAY FUND - TOWNWIDE - HWY 3 &amp; 4</b>					
Equipment		DA 5130 2		399.99	
Contractual		DA 5130 4		31,197.55	
Per. Ser.		DA 5142 1		41,882.72	
Contractual		DA 5142 4		63,165.02	
Emp. Benefits		DA 9030 8		3,718.74	
Emp. Benefit		DA 9060 8		19,949.93	
INTERFUND TRANSFER TO SICK TIM		DA 9901 8		1,000.00	
				168,613.38 *	
				168,613.38 **	
<b>HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1</b>					
Emp. Benefits		DB 9060 8		15,749.94	
INTERFUND TRANSFER TO SICK TIM		DB 9901 8		1,000.00	
				16,749.94 *	
				16,749.94 **	
<b>RESERVE - SWAN LAKE SEWER</b>					
Capital Outlay		HX 8310 3		11,613.50	
				11,613.50 *	
				11,613.50 **	
<b>FERNDALE LIGHT DISTRICT</b>					
Contractual		L1 5182 4		393.27	
				393.27 *	
				393.27 **	
<b>SWAN LAKE LIGHT DISTRICT</b>					
Contractual		L2 5182 4		1,119.00	
				1,119.00 *	
				1,119.00 **	
<b>W.S.S. LIGHT DISTRICT</b>					
Contractual		L3 5182 4		454.29	
				454.29 *	
				454.29 **	
<b>PARKSVILLE LIGHT DISTRICT</b>					
Contractual		L4 5182 4		365.84	
				365.84 *	
				365.84 **	
<b>LOCH SHELDRAKE ROAD LIGHT DISTRICT</b>					
Contractual		L5 5182 4		378.45	
				378.45 *	
				378.45 **	
<b>WATER AND SEWER OPERATIONAL FUND</b>					
Per. Ser.		MO 8110 1		17,799.59	
Contractual		MO 8110 4		5,896.62	
Emp. Benefits		MO 9030 8		1,340.24	
Emp. Benefits		MO 9060 8		17,849.93	
INTERFUND TRANSFER TO SICK TIM		MO 9901 8		5,000.00	
				47,886.38 *	
				47,886.38 **	

	ACCOUNT	ENC	AMOUNT
<b>LOOMIS SEWER DISTRICT</b>			
Contractual	S1 8110 4		953.30
Equipment	S1 9901 9200		3,000.00
Administration	S1 9901 9600		2,400.00
Transfer to Capital Funds	S1 9950 9		3,000.00
			9,353.30 *
			9,353.30 **
<b>S. L. / BRISCOE CONSOLIDATED SEWER</b>			
EQUIPMENT ARPA	S2 8110 21		2,958.20
Contractual	S2 8110 4		9,989.19
Contractual	S2 8111 4		65.00
Equipment	S2 9901 9200		18,000.00
Administration	S2 9901 9600		14,400.00
Inter Fund Tran.	S2 9950 9		5,000.00
			50,412.39 *
			50,412.39 **
<b>YOUNGSHILL SEWER DISTRICT</b>			
Contractual	S4 8110 4		4,541.72
Equipment	S4 9901 9200		500.00
Administration	S4 9901 9600		400.00
			5,441.72 *
			5,441.72 **
<b>INFIRMARY ROAD SEWER DISTRICT</b>			
Contractual	S7 8110 4		326.76
Equipment	S7 9901 9200		2,500.00
Administration	S7 9901 9600		2,000.00
Transfer to Capital Fund	S7 9950 9		15,000.00
			19,826.76 *
			19,826.76 **
<b>LOOMIS WATER DISTRICT</b>			
Contractual	W1 8310 4		436.07
Equipment	W1 9901 9200		1,500.00
Administration	W1 9901 9600		1,200.00
Equipment	W1 9950 9		12,000.00
			15,136.07 *
			15,136.07 **
<b>FERNDALE WATER DISTRICT</b>			
Contractual	W2 8310 4		1,275.33
Equipment	W2 9901 9200		9,500.00
Administration	W2 9901 9600		7,600.00
Ferndale Water Lines	W2 9950 9		28,500.00
			46,875.33 *
			46,875.33 **
<b>STEVENSVILLE WATER DISTRICT</b>			
EQUIPMENT ARPA	W3 8310 21		7,648.80
Contractual	W3 8310 4		6,261.37
EQUIPMENT ARPA	W3 8311 21		2,007.60
Contractual	W3 8311 4		8,021.72
Equipment	W3 9901 9200		11,000.00
Administration	W3 9901 9600		8,800.00

	ACCOUNT	ENC	AMOUNT
<b>STEVENSVILLE WATER DISTRICT</b>			
Interfund Transfer Capital Res	W3 9950 9		5,000.00
			48,739.49 *
			48,739.49 **
<b>W.S.S. WATER DISTRICT</b>			
Contractual	W4 8310 4		321.66
Equipment	W4 9901 9200		2,500.00
Administration	W4 9901 9600		2,000.00
Equipment	W4 9950 9		2,000.00
			6,821.66 *
			6,821.66 **
<b>INDIAN LAKE WATER DISTRICT</b>			
Contractual	W5 8310 4		45.82
Equipment	W5 9901 9200		500.00
Administration	W5 9901 9600		400.00
			945.82 *
			945.82 **
<b>COLD SPRING ROAD WATER DISTRICT</b>			
Contractual	W6 8310 4		45.82
	W6 9901 9200		500.00
Administration	W6 9901 9600		400.00
			945.82 *
			945.82 **
<b>ROUTE 55 WATER DISTRICT</b>			
Contractual	W7 8310 4		1,039.30
Equipment	W7 9901 9200		500.00
Administration	W7 9901 9600		400.00
Transfer to Capital Reserve	W7 9950 9		15,000.00
			16,939.30 *
			16,939.30 **
			658,752.11 ***

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

PRG-GL0083 REPORT AS OF 1/31/25  
RUN TIME 15.20.02 DATE 1/31/25

GL VOUCHER ABSTRACT  
MUNICIPALITY: TOWN OF LIBERTY

PAGE 1

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
1	5012	LAURIE DUTCHER, TAX COLLECTOR DATE: 1/03/25	A 210	100.00	3084	100.00
2	758	TOWN OF LIBERTY DATE: 1/03/25	HX 202	28,009.13	25010300	28,009.13
3	930	GLENN SMITH, PE, INC. DATE: 1/13/25	TA 95	553.70	1922	553.70
4	703	STATE COMPTROLLER DATE: 1/14/25	A 690	18,579.00	3085	18,579.00
5	4042	VILLAGE OF LIBERTY DATE: 1/14/25	A 690	10,395.00	3086	10,395.00
6	1770	EMPLOYEES OF THE TOWN OF LIBERTY DATE: 1/15/25	TP 10	79,873.82	25011502	79,873.82
7	1227	FIRST NATL. BANK OF JEFFERSONVILLE DATE: 1/15/25	TP 10	28,307.66	25011503	28,307.66
8	285	PAYROLL TRUST & AGENCY ACCOUNT DATE: 1/15/25	TP 10	10,975.36	25011504	10,975.36
9	758	TOWN OF LIBERTY DATE: 1/15/25	TP 10	718.99	67656	718.99
10	758	TOWN OF LIBERTY DATE: 1/15/25	TP 10	389.43	67658	389.43
11	758	TOWN OF LIBERTY DATE: 1/15/25	TP 10	144.27	67657	144.27
12	2009	SULLIVAN COUNTY SUPPORT COLLECTION DATE: 1/15/25	TP 10	707.36	67659	707.36
13	1920	N.Y.S. INCOME TAX BUREAU DATE: 1/15/25	TW 21	5,202.98	25011505	5,202.98
14	310	USCM/ NORTHEAST DATE: 1/15/25	TW 28	2,227.07	25011506	2,227.07
15	5012	LAURIE DUTCHER, TAX COLLECTOR DATE: 1/23/25	TA 42	567.68	1923	567.68
16	930	GLENN SMITH, PE, INC. DATE: 1/23/25	TA 95	760.40	1924	760.40
17	1860	HURLEYVILLE FIRE DISTRICT DATE: 1/24/25	TA 705	9,804.38	1925	9,804.38
18	1870	LOCH SHELDRAKE FIRE DISTRICT DATE: 1/24/25	TA 701	5,314.41	1926	5,314.41
19	1880	SWAN LAKE FIRE DISTRICT DATE: 1/24/25	TA 702	200,575.33	1927	200,575.33

PRG-GL0083 REPORT AS OF 1/31/25  
RUN TIME 15.20.02 DATE 1/31/25GL VOUCHER ABSTRACT  
MUNICIPALITY: TOWN OF LIBERTY

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GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
20	1890	YOUNGSVILLE FIRE DISTRICT DATE: 1/24/25	TA 704	6,954.01	1928	6,954.01
21	1900	W.S.S. FIRE DISTRICT DATE: 1/24/25	TA 703	246,193.33	1929	246,193.33
22	5770	LIBERTY JOINT FIRE DISTRICT DATE: 1/24/25	TA 706	694,733.00	1930	694,733.00
23	758	TOWN OF LIBERTY DATE: 1/24/25	TA 36	2,202.64	1931	2,202.64
24	1729	SULLIVAN COUNTY TREASURER DATE: 1/24/25	TA 36	3,425.30	1932	3,425.30
25	1770	EMPLOYEES OF THE TOWN OF LIBERTY DATE: 1/29/25	TP 10	77,981.27	25012902	77,981.27
26	1227	FIRST NATL. BANK OF JEFFERSONVILLE DATE: 1/29/25	TP 10	26,957.65	25012903	26,957.65
27	285	PAYROLL TRUST & AGENCY ACCOUNT DATE: 1/29/25	TP 10	10,683.74	25012904	10,683.74
28	758	TOWN OF LIBERTY DATE: 1/29/25	TP 10	718.99	67713	718.99
29	758	TOWN OF LIBERTY DATE: 1/29/25	TP 10	389.43	67714	389.43
30	758	TOWN OF LIBERTY DATE: 1/29/25	TP 10	144.27	67715	144.27
31	2009	SULLIVAN COUNTY SUPPORT COLLECTION DATE: 1/29/25	TP 10	707.36	67716	707.36
32	1920	N.Y.S. INCOME TAX BUREAU DATE: 1/29/25	TW 21	4,760.60	25012905	4,760.60
33	310	USCM/ NORTHEAST DATE: 1/29/25	TW 28	2,365.46	25012906	2,365.46
34	578	AFLAC NEW YORK DATE: 1/29/25	TW 29	1,776.01	25012907	1,776.01
35	1910	N.Y.STATE & LOCAL RETIREMENT SYSTEM DATE: 1/31/25	TW 18	5,750.81	25013102	5,750.81
36	8081	JONATHAN MCGIBBON DATE: 1/31/25	TW 18	2.50	2455	2.50
37	7505	ROBERT M WILSON DATE: 1/31/25	TW 18	31.62	2456	31.62
38	7507	EILEEN JACKSON DATE: 1/31/25	TW 18	76.98	2457	76.98

PRG-GL0083 REPORT AS OF 1/31/25  
RUN TIME 15.20.02 DATE 1/31/25

GL VOUCHER ABSTRACT  
MUNICIPALITY: TOWN OF LIBERTY

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GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
39	5217	ANDREW BIVINS DATE: 1/31/25	TW 18	57.44	2458	57.44
1,489,118.38 **						

ACCEPTED/APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_

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

SUPERVISOR

COUNCILPERSON

COUNCILPERSON

COUNCILPERSON

COUNCILPERSON

ACCOUNT			AMOUNT
<b>GENERAL FUND - TOWNWIDE</b>			
Petty Cash	A 210	100.00	
Clearing Account	A 690	28,974.00	29,074.00 *
			29,074.00 **
<b>RESERVE - SWAN LAKE SEWER</b>			
Cash from EFC	HX 202	28,009.13	28,009.13 *
			28,009.13 **
<b>TRUST AND AGENCY</b>			
Belmont Management PILOT Payme	TA 36	5,627.94	
Unaccounted Tax Collection	TA 42	567.68	
Escrow account	TA 95	1,314.10	
Loch Sheldrake Fire District	TA 701	5,314.41	
Swan Lake Fire District	TA 702	200,575.33	
W.S.S. Fire District	TA 703	246,193.33	
Youngsville Fire District	TA 704	6,954.01	
Hurleyville Fire District	TA 705	9,804.38	
Liberty Fire Protection Distri	TA 706	694,733.00	1,171,084.18 *
			1,171,084.18 **
<b>PAYROLL ACCOUNT</b>			
Payroll	TP 10	238,699.60	238,699.60 *
			238,699.60 **
<b>PAYROLL WITHHOLDING</b>			
Retirement	TW 18	5,919.35	
N.Y.S. Income Tax	TW 21	9,963.58	
PEBSCO - Deferred Compensation	TW 28	4,592.53	
AFLAC Contributions	TW 29	1,776.01	22,251.47 *
			22,251.47 **
			1,489,118.38 ***

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	AMOUNT	CHECK#
118	7023	DELTA DENTAL OF NEW YORK		177.00	25011700
119	8111	CHARTER COMMUNICATIONS		119.98	65695
120	5404	CHARTER COMMUNICATIONS		119.98	65685
121	110	NYSE&G		331.46	65628
122	110	NYSE&G		325.93	65628
123	658	VERIZON WIRELESS		37.99	65644
124	658	VERIZON WIRELESS		75.98	65644
125	7023	DELTA DENTAL OF NEW YORK		744.00	25012400
126	2019	SULLIVAN COUNTY PAVING	16935	333,680.62	65698
127	110	NYSE&G		189.10	65699
128	110	NYSE&G		466.96	65699
129	110	NYSE&G		909.10	65699
130	110	NYSE&G		634.32	65699
131	110	NYSE&G		204.87	65699
132	3038	CONSTELLATION ENERGY SVC OF NY		166.28	65703
133	3038	CONSTELLATION ENERGY SVC OF NY		225.88	65703
134	3038	CONSTELLATION ENERGY SVC OF NY		72.70	65703
135	5407	CHARTER COMMUNICATIONS		39.35	65705
136	5406	CHARTER COMMUNICATIONS		129.98	65704
137	1096	CHARTER COMMUNICATIONS		158.18	65702
138	658	VERIZON WIRELESS		31.25	65701
139	658	VERIZON WIRELESS		82.08	65701
140	658	VERIZON WIRELESS		242.30	65701
141	130	VERIZON		53.96	65700
142	130	VERIZON		759.39	65700
143	380	PAYROLL ACCOUNT		109,336.58	25012900
144	1227	FIRST NATL. BANK OF JEFFERSONVILLE		8,246.13	25012901
145	7023	DELTA DENTAL OF NEW YORK		460.80	250131
				458,022.15	**

ACCEPTED/APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_

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

SUPERVISOR \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

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

COUNCILPERSON \_\_\_\_\_

COUNCILPERSON \_\_\_\_\_

RECEIVED

02/2025

TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue

1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 1105 Rosencrance Rd Beach Lake, PA 18405
3. TELEPHONE 570 - 729 - 6004
4. VEHICLE 109621  
A-NAME OF OWNER: Corperation
- B-MAKE OF VEHICLE peterbilt
- C-LICENSE PLATE # 3655110
- D-BODY TYPE: Sideloading
- E-REGISTRATION#: 3BPD0XHEX33F692788

5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

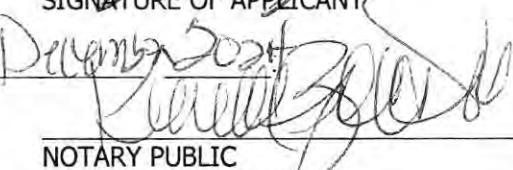
I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF

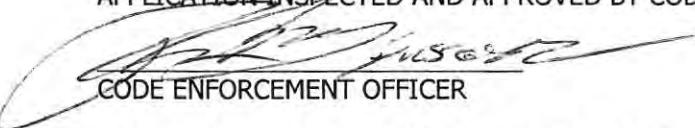
Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papocchia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329

APPLICATION LICENSE RECEIVED  
1/2/25

  
NOTARY PUBLIC

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1111

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue

TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

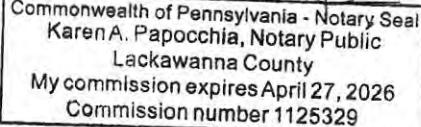
1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 1105 Rosencranse Rd Beach Lake, PA 18405
3. TELEPHONE (570) 729-6004
4. VEHICLE 109670  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3655109  
D-BODY TYPE: SideLoad  
E-REGISTRATION#: 3BPD0XKEX1SF692787

5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024  
  
NOTARY PUBLIC  
15-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/28/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1112

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue

TOWN OF LIBERTY  
CLERK'S OFFICE

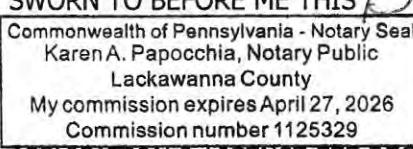
1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosencranse Rd Beach Lake, PA 18405
3. TELEPHONE 570 729 6004
4. VEHICLE 109622  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3655111  
D-BODY TYPE: Side load  
E-REGISTRATION#: 3BPPDXKEX35F692789

5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024  
  
NOTARY PUBLIC  
12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

LICENSE ISSUED

DATE

LICENSE # 1113

DATE

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue

TOWN OF LIBERTY  
CLERK'S OFFICE

1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 105 Rosencranse Rd. Beach Lake, PA 18405
3. TELEPHONE 570 729 6004
4. VEHICLE 109625  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3655456  
D-BODY TYPE: Sideloading  
E-REGISTRATION#: 3BPD0XhEX5SF692792

5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024

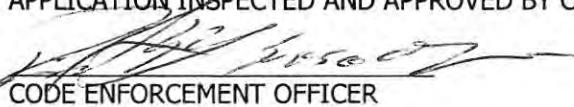
Commonwealth of Pennsylvania - Notary Seal
Karen A. Papocchia, Notary Public
Lackawanna County
My commission expires April 27, 2026
Commission number 1125329

APPLICATION & LICENSE FEE RECEIVED  
1/2/25

  
NOTARY PUBLIC

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1114

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

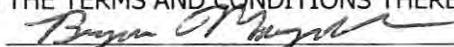
**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue

1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosecrans Rd. Beach Lake, PA 18405
3. TELEPHONE 570 729 6004
4. VEHICLE 109627  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3646616  
D-BODY TYPE: Sideloading  
E-REGISTRATION#: 3BPPDXKEX95F692794
5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.



SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024

Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papochia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329

APPLICATION & LICENSE FEE RECEIVED  
1/2/25

  
NOTARY PUBLIC

12-13-24

DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/21/25

DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1115

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue  
TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

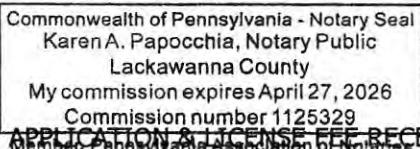
1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosencrance Rd. Beach Lake, PA 18405
3. TELEPHONE 570 729 6004
4. VEHICLE 215032  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3689410  
D-BODY TYPE: Frontload  
E-REGISTRATION#: 3BPDOLHDX4LF108628
5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December, 2024

  
NOTARY PUBLIC

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 116

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue

TOWN OF LIBERTY  
CLERK'S OFFICE

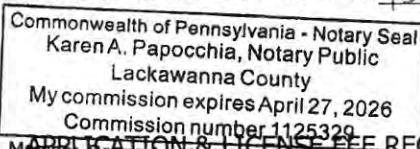
1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosencrance Rd. Beach Lake, PA 18405
3. TELEPHONE 570 729 6004
4. VEHICLE 216304  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3654842  
D-BODY TYPE: Frontload  
E-REGISTRATION#: 3BPDX16TXOPF114187

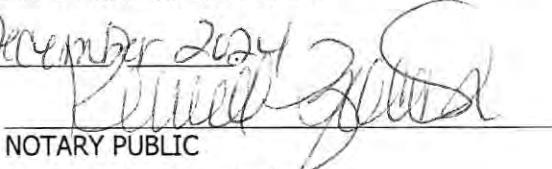
5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE  
APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024  
  
Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papocchia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329  
Member, Pennsylvania Association of Notaries  
APPLICATION & LICENSE FEE RECEIVED  
1/2/25

  
NOTARY PUBLIC

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1117

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue

TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosencrance Rd, Beach Lake, PA 18405
3. TELEPHONE 570 729 6004
4. VEHICLE 408153  
A-NAME OF OWNER: Corporation
- B-MAKE OF VEHICLE MACK
- C-LICENSE PLATE # 3512235
- D-BODY TYPE: ROLL OFF
- E-REGISTRATION#: 1MAP267C91M058335

5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

Byron Murphy  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2020  
Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papocchia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329  
APPLICATION FOR LICENSE RECEIVED  
1/2/25

Karen A. Papocchia  
NOTARY PUBLIC

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

J. B. Bresciani  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1118

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue TOWN OF LIBERTY CLERK'S OFFICE

1. NAME OF APPLICANT: Waste Management of Beach
2. ADDRESS: 1105 Rosencranse Rd. Beach Lake, PA 18405
3. TELEPHONE 570 729 6604
4. VEHICLE 417122  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE MacTr  
C-LICENSE PLATE # 3654968  
D-BODY TYPE: ROLL OFF  
E-REGISTRATION#: 1M2AG11C37M065163

5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

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Bryan Papochia  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024  
Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papochia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329  
APPLICATION RECEIVED  
1/2/25

Notary Public

12/13/24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

John G. Goss  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

LICENSE ISSUED

LICENSE # 1119

DATE

DATE

RATE SCHEDULE:  
PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE 2025**

License expires the 31st day of December following the Date of Issue

TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosencrance Rd. Beach Lake, PA 18405
3. TELEPHONE 570-729-1004
4. VEHICLE 417393  
A-NAME OF OWNER: corporation  
B-MAKE OF VEHICLE MACK  
C-LICENSE PLATE # 3689418  
D-BODY TYPE: ROLL OFF  
E-REGISTRATION#: 1MAGRAGCXLM017560

5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE APPLICATION.**

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Roger Mydell  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024  
Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papocchia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329  
APPLICATION & LICENSE RECEIVED  
1/2/25

Roger Mydell  
NOTARY PUBLIC

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

John F. Frazee  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1120

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

JAN 02 2025

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE**

License expires the 31st day of December following the Date of Issue  
TOWN OF LIBERTY  
TOWN CLERK'S OFFICE

1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosencranse Rd. Beach Lake, PA 18405
3. TELEPHONE 570 729 6004
4. VEHICLE 419856  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3654992  
D-BODY TYPE: ROLL OFF  
E-REGISTRATION#: INPCXHEX1R1662677
5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE  
APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024

Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papocchia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329

  
NOTARY PUBLIC

APPLICATION & LICENSE FEE RECEIVED  
1/2/25

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
CODE ENFORCEMENT OFFICER

1/22/25  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE # 1121

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

RECEIVED

**APPLICATION TOWN OF LIBERTY REFUSE COLLECTION LICENSE** 02/2025

License expires the 31st day of December following the Date of Issue

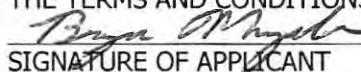
TOWN OF LIBERTY  
TOWN CLERKS OFFICE

1. NAME OF APPLICANT: Waste Management of Beach Lake
2. ADDRESS: 165 Rosencrance Rd Beach Lake, PA 18405
3. TELEPHONE 570-729-6004
4. VEHICLE 215031  
A-NAME OF OWNER: Corporation  
B-MAKE OF VEHICLE Peterbilt  
C-LICENSE PLATE # 3689409  
D-BODY TYPE: Frontload  
E-REGISTRATION#: 3BPOX1EXXXLF109473

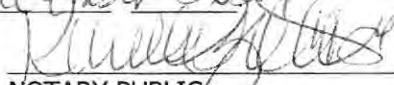
5. NAME AND ADDRESS OF WHO WILL OPERATE VEHICLE?

**PLEASE EMAIL PICTURES OF EACH VEHICLE TO [s.sprague@townofliberty.org](mailto:s.sprague@townofliberty.org)  
IF YOU ARE UNABLE TO EMAIL PLEASE ATTACH COPIES OF PICTURES W/ THE  
APPLICATION.**

I CERTIFY THAT I AM FAMILIAR WITH THE GARBAGE AND REFUSE ORDINANCE OF THE TOWN OF LIBERTY AND THE RULES AND REGULATIONS APPLYING TO THE TOWN REFUSE AREA AND GARBAGE DUMP AND AGREE TO COMPLY WITH THE TERMS AND CONDITIONS THEREOF.

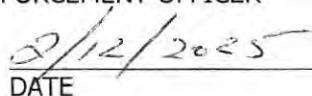
  
SIGNATURE OF APPLICANT

SWORN TO BEFORE ME THIS 13 DAY OF December 2024  
Commonwealth of Pennsylvania - Notary Seal  
Karen A. Papocchia, Notary Public  
Lackawanna County  
My commission expires April 27, 2026  
Commission number 1125329  
APPLICATION & LICENSE RECEIVED  
1/2/25

  
NOTARY PUBLIC

12-13-24  
DATE

APPLICATION INSPECTED AND APPROVED BY CODE ENFORCEMENT OFFICER

  
DATE

APPLICATION APPROVED BY THE TOWN BOARD

DATE

LICENSE ISSUED

DATE

LICENSE #1122

RATE SCHEDULE:

PICK UP TRUCK / 1 TON OR OVER.....\$ 50.00      PACKER / CONTAINER TRUCK.....\$100.00

**TOWN OF LIBERTY BOARD MEETING**  
119 NORTH MAIN STREET, LIBERTY, NY 12754  
DATE: 1/22/25  
TIME: 6:30 P.M.

At the Regular Meeting of the Town Board of the Town of Liberty held on 01/22/2025 at 6:30 p.m., the following were present:

**PRESENT:**

Supervisor Frank DeMayo  
Councilmember Dean Farrand  
Councilmember Vincent McPhillips  
Councilmember John Lennon  
Councilmember Bruce Davidson

**ABSENT:**

**RECORDING SECRETARY:**

Town Clerk Laurie Dutcher

**ALSO PRESENT:**

Town Attorney Kenneth Klein  
Highway Superintendent Matt DeWitt  
Water & Sewer Foreman Damon Knack  
Finance Director Cheryl Gerow  
Confidential Secretary Nick Rusin

**PLEDGE OF ALLEGIANCE**

**CORRESPONDENCE**

**INCOMING:**

1. Correspondence from the Liberty Joint Fire District regarding the activated fire alarms for the Town and Village of Liberty in December, 2024.
2. Correspondence from the NYS Environmental Facilities Corporation regarding Unspent Proceeds for the Town of Liberty Project No. D0-18284.
3. Copy of the Park & Recreation minutes for November 6, 2024.
4. Correspondence from NYS DASNY regarding upgrades to the "Bathroom Facilities at the Walnut Mt. Park."
5. Correspondence from the Town of Bethel Planning Board Notice of Positive Declaration and Public Scoping Meeting-Swan Lake Nest, Inc.-Multi-Family Residential and Commercial Development.
6. Correspondence from the Finance Director regarding the 2024 Investment Report.

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OUTGOING:

**ACCEPTANCE OF INCOMING CORRESPONDENCE**

The Town Board of the Town of Liberty does hereby accept the incoming correspondence.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand	X		X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

**NEW BUSINESS**

**APPROVAL OF THE MONTHLY REPORTS**

The Town Board does hereby approve the following monthly reports:

- Town Clerk's Report 12/24
- Revenue & Expense Report 12/24
- Supervisor's Report 12/24

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand	X		X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon			X			
Councilmember Bruce Davidson		X	X			

**APPROVAL OF DECEMBER ABSTRACT**

The Town Board does hereby approve of the Audit as follows:

- January, 2025 Abstract Claim #1 to #117 totaling \$340,116.12

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- December, 2024 General Ledger Abstract Claims #392 to #436 totaling \$537,946.30.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand	X		X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

**APPROVAL OF REFUSE COLLECTION LICENSE FOR SIMSMETAL EAST, LLC.**

The Town Board does hereby approve a Refuse Collection licenses for Simsmetal East, LLC.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips	X		X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

**ADOPTION OF INTRODUCTORY LOCAL LAW NO. 6 OF 2024 ENTITLED “A LOCAL LAW AMENDING THE ZONING MAP OF THE TOWN OF LIBERTY WITH RESPECT TO TAX MAP PARCEL 18.-1-40.1” AS LOCAL LAW NO 1 OF 2025.**

The Town Board does adopt Introductory Local Law No. 6 of 2024 entitled “A Local Law Amending the Zoning Map of the Town of Liberty with respect to tax map parcel 18.-1-40.1”, as Local Law No. 1 of 2025.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo		X	X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon	X		X			
Councilmember Bruce Davidson			X			

**MOTION DIRECTING THE TOWN ATTORNEY TO PREPARE A CAPITAL RESERVE RESOLUTION FOR THE REPAIR OF THE KOESTER ACTUATOR IN THE AMOUNT OF \$7,753.93 TO BE TAKEN OUT OF THE LOOMIS SEWER DISTRICT CAPITAL RESERVE FUND**

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The Town Board does hereby direct the Town Attorney to prepare a Capital Reserve resolution for the repair of the Koester Actuator in the amount of \$7,753.93 to be taken out of the Loomis Sewer District Capital Reserve Fund for the next meeting.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips	X		X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

**ACCEPTANCE OF RESIGNATION OF JANET DYMOND FROM THE WATER & SEWER DEPARTMENT EFFECTIVE 1/6/25.**

The Town Board does hereby accept the resignation of Janet Dymond from the Water & Sewer Department effective 1/6/25.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo		X	X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon	X		X			
Councilmember Bruce Davidson			X			

**FINANCE DIRECTOR DIRECTED BY TOWN BOARD TO OBTAIN A NEW ACCOUNT CLERK LIST FOR A PART-TIME ACCOUNT CLERK FOR THE WATER & SEWER DEPARTMENT**

The Town Board does hereby direct the Finance Director to obtain a new Account Clerk list or a part-time account clerk for the Water & Sewer Department.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand	X		X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

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**APPROVAL OF THE 2024 END OF YEAR BUDGET TRANSFERS AND MODIFICATIONS AS SUBMITTED BY THE FINANCE DIRECTOR**

The Town Board does hereby approve the 2024 End of Year Budget Transfers and Modifications as submitted by the Finance Director.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson	X		X			

**APPROVAL OF MINUTES AS SUBMITTED BY THE TOWN CLERK**

The Town Board does hereby approve the following minutes as submitted by the Town Clerk:

- 12/16/24 Reg. Monthly Mtg.
- 12/30/24 End of Year Mtg.
- 1/6/25 Re-org Mtg.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand	X		X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

**MOTION INTRODUCING INTRODUCTORY LOCAL LAW NO. 1 OF 2025 AMENDING THE ZONING W/ RESPECT TO PLANNED UNIT DEVELOPMENTS (PUD)**

TABLED

**MOTION FORMALIZING THE HIRING OF CODY DEROSIA BY THE HIGHWAY DEPT. AS AN AUTO MECHANIC HELPER AT A SALARY OF \$27.55 PER HR.**

The Town Board does hereby make a motion formalizing the hiring of Cody DeRosia by the Highway Department as an Auto Mechanic Helper at a salary of \$27.55 per hour.

	Motion	Second	Aye	Abstain	No	Absent
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Supervisor Frank DeMayo			X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips		X	X			
Councilmember John Lennon	X		X			
Councilmember Bruce Davidson			X			

**SUPERVISOR AUTHORIZED TO APPLY FOR DEPARTMENT OF STATE GRANT JOINTLY W/ THE VILLAGE OF LIBERTY FOR UP TO \$21,675 PER MUNICIPALITY W/ A 50% CASH MATCH, CONTINGENT UPON THE VILLAGE OF LIBERTY PUTTING UP THEIR SHARE OF THE CASH MATCH**

The Town Board of the Town of Liberty does hereby authorize the Supervisor to apply for a Department of State grant jointly with the Village of Liberty for up to \$21,675 per municipality with a 50% cash match. This resolution is contingent upon if the Village puts up their share of the cash match in the amount of \$10,837.50.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand		X	X			
Councilmember Vincent McPhillips	X		X			
Councilmember John Lennon			X			
Councilmember Bruce Davidson			X			

**RE-APPOINTMENT OF LYNN DOWE AS PLANNING BOARD CHAIRMAN**

The Town Board does hereby re-appoint Lynn Dowe as Planning Board Chairman for a term expiring on 12/31/25.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips	X		X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

**DELAWARE ENGINEERING AUTHORIZED TO SUBMIT A RESPONSE TO THE DEC REGARDING THE SWAN LAKE WASTEWATER TREATMENT PLANT VIOLATIONS IN ACCORDANCE WITH THEIR GENERAL SERVICES AGREEMENT.**

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The Town Board does hereby authorize Delaware Engineering to submit a response to the DEC regarding the Swan Lake Wastewater Treatment Plant violations in accordance with their General Services Agreement.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo		X	X			
Councilmember Dean Farrand	X		X			
Councilmember Vincent McPhillips					X	
Councilmember John Lennon			X			
Councilmember Bruce Davidson			X			

#### DISCUSSION

##### SUPERVISOR AUTHORIZED TO CONTACT RCAP TO DO AN ANALYSIS ON THE TOWN'S SEWER RATE OPTIONS

The Town Board authorized the Supervisor to contact RCAP to do an analysis on the Town's Sewer rate options.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo			X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips	X		X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

#### PUBLIC HEARING

THE REGULAR MEETING WAS RECECESSED FOR THE PUBLIC HEARING ON THE SWAN LAKE WASTEWATER TREATMENT PLANT IN RELATION TO THE PROPOSED INCREASE AND IMPROVEMENTS OF THE SWAN LAKE BRISCOE ROAD CONSOLIDATED SEWER DISTRICT, CONSISTING OF THE CONSTRUCTION OF IMPROVEMENTS TO THE WASTEWATER TREATMENT PLANT FACILITIES, INCLUDING RELATED AND ANCILLARY WORK AND ENGINEERING, LEGAL AND OTHER COSTS, AT AN ESTIMATED MAXIMUM COST OF \$40,000,000. AT 6:40 P.M.

MOTION: Councilmember Dean Farrand

SECOND: Councilmember Bruce Davidson

All in favor: CARRIED

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**All comments received were read aloud by the Supervisor and Town Clerk.**

All comments are on file in the Town Clerk's Office and on the Town's website.

**MICHAEL EDWARDS**

I'm a resident and taxpayer in Swan Lake Sewer District, and I'm 100% in favor for fixing the sewer. I'm well prepared to put my own hand in my own pocket to pay my fair share of the costs involved. I know taxes are gonna go up and I'm prepared to pay them, but I'm 100% against this proposal that has been presented to us in this form since it does not provide a cost effective, affordable, or equitable solution and because it had been inadequately researched, crucial questions remain unanswered and that means that it's impossible for the board or the public to decide whether this proposal is or is not in the public interest, which is the legal standard it has to reach. So I'm asking board members to vote against any bond resolution until these questions have been answered. Hopefully you can answer them quickly.

Everyone though needs to understand that a bond resolution is a legal agreement and it would permit the town to spend the full \$40 million of taxpayer money regardless of any promise they make not to do. So, if this \$40 million is passed, then we can be charged the whole \$40 million and we would have to repair it as taxpayers. There's no getting around that. That risk for me is simply too high. What questions do I mean? But first, what exactly needs to be fixed? What's the scale of the infiltration problem? What's the state of the sewer means? You can't just look at the plant. You have to look at the whole system and figure out a phase plan of action to make sure you're doing things in the right order. Second, what alternative options act is to fix these things. Don't just give us one option. Give us three or four so we can compare and debate them from the Rolls Royce solution. You might call it to a basic fix for season or non-compliance and stopping rags from getting into the system. Third, why do we need a million gallon capacity? I've still seen no evidence, including in the presentation today, to support projections about industry growth. And if you want to supply out of district users, fine, be honest about it. We're all grownups. Tell us how that will reduce the cost to taxpayers in the district in concrete detailed terms. Fourth, what connection fees will be charged to developers? Don't f us off with vague promises to think about this in the future. Tell us how you're going to do it now and be specific about the numbers. Fifth, what formula will you be using to allocate to a capital units? Marilyn from Beaver Wood Farm has found out more about that question in a day than Delaware engineering having four years.

It's not rocket science, but you have to do your homework. You actually have to do the work and come up with an answer. So it's very good that you thanked that you, uh, have named a company that you think is a good person to work with. So, in summary, please forget the bond for the time being. Focus on doing the work that's required to decide on the best way forward. That way you can turn an escalating conflict between the board and Swan Lake residents into a partnership that we can all get involved in and support. So you can turn it from a negative to a positive.

**ELIZABETH GREIG**

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I'm a Liberty resident, but I do not live in Swan Lake. I am not in favor of the \$40 million upgrade to the Swan Lake sewage treatment plant. The new plan includes a 30% increase in capacity over the original plan and only a small fraction of that increase, if any, is to fulfill the current need. This means that as of now, current residents are paying the price and a very high price for future developer's sewage treatment. This is not right. What have you done to ensure that developers will pay an equitable fee upfront to hook into the system? The town supervisor has stated in previous meetings that the board wants to increase residential development in order to increase the tax base. There was a study done in the county called Community Services Study for Sullivan County that documents that residential developments in the town of Liberty cost the town \$1 and 32 cents for every \$1 collected in taxes. So adding more residential development not only reduces our rural character, uh, requires even more services we can't afford, such as the sewage treatment plant. Commercial, agricultural and open space properties cost the town less than 50 cents per dollar collected.

The board needs to come up with a new formula for charging for sewage use regardless, because that the town proceeds with this new project. It cannot be based on land road footage which penalizes single <inaudible> compared to off-road multiple dwelling developments. It must be based on the best estimate of how many residents will be producing sewage and any one dwelling. In order to be equitable, the board needs to work out a new fee structure before they move ahead with any bond for the project. You must assure us the taxpayers whom you serve, that you are equitable in assigning costs to all residents now and in the future that you are envisioning for our town.

**JEFF KHONKE**

My name's is Jeff Khonke. I just got a couple questions. sir, what's your name? Dave Ohman. Dave, you said you were doing a, project up in Delaware County? So my question was, you said you were having problems with labor shortage. Were you going to union halls? Because I work for Local 17 and we're starving for work and there's a lot of us hillbillies that would be more than welcome to do. But I know it comes on to you guys too, that you don't want to pay the union wages, which is understandable because you know we are more than the prevailing wage. My next question would be answer that. The highlighted blue that is just the sewage treatment plan that are gonna be using it. Am I reading that correct? That's the current, the current district. Right. So the 40 million project will be just for these people outlined inside the blue. So my question is, what's changed from when it was 1986? You said the population that serves 1500 people. Is there more people now that need to be using it or does anybody Our planners did projected build out based on the use of the properties. Right? Right Now I don't know what percentage of development you are, but I would say it's nowhere near full development. In other words, if everybody was to, if you're, if, if all your uh, uh, properties were developed in accordance with the current guidance, we developed some numbers that would estimate what that would be. So in other words, if everybody in the sewer district decides, hey, I want to be hooked into the sewer system,

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numbers for the district. I live on Kelly Ridge Road, which runs parallel to what this is, and I'm already having this issue with the houses being developed and what's being used in there. Right. Then my next, my last question will be the taxes where they say that it's not gonna be a burden. I used to live down in Monroe and I'm haven't been down that way over probably five, six years. I just happened to cruise through there because I had a medical appointment in Jersey and I looked up over it by, uh, I, the reason why I left is because when they say, well, if you have more people, the cost effective is it's gonna go down. It's not the case. I had to move because my taxes went through the roof in Monroe. I believe I moved up here for that reason because the taxes were a lot cheaper, I work in New York City, so I had a commuter stream. I was only 55 minutes. Now I'm two and a half hours 'cause of traffic. And it seems like if anything keeps getting developed in this area, I'm gonna be moving past Hancock and that's gonna be a long hell of a commute for me. So I'll be sleeping in my car most of the time. So to me it sounds like everything is coming down, everything's getting overpopulated and it's driving the regular people, you know, people out and it's gonna happen to me again, which I don't want to do. You know? And it's just kind of frustrating because everybody likes a rural area. That's why we come up here, right? Is to get away from the, you know, the, the bus, the, the grind of uh, you know, the city people, you know. And like I said, I don't know what else to say other than I could just say what I've been saying. I mean, to me it just seems like it just a lot of developments going on lot, quite too soon, you know, and that, that's all I can really say. Thanks for your time. Okay. Thank you.

**BEVERYL TAYLOR-FREDENBURGH**

I've lived in Parksville most of my life, I watched developments come in the area where I live in Parksville, which has been over 60 years. Now I'm seeing developments behind the normal view of roads. Picture there you can see there's developments that are way above what we have had here for 50, 40 years. Not only is our sewer table going to be affected, our water table is gonna be affected next. We have to look into that as well as this, that piece of property that has a clump of houses on it had nothing. Now the houses that are there have families that are much larger than families that I'm having. I have two children. That's it. We have ordinance in the Village of Liberty already. They'll pick up three bags of garbage. I don't care if we put out 20, they're gonna take three. The rest of its going to stay there. How we can curtail how much usage? And I'm gonna say the word waste because we were taught to conserve. I think our summer residents are a little freer. If I can see 10 bags of garbage outside of your house. What else are you doing? Three times more than a family that lives in a single family house here. I don't think road frontage at all should be the way that we're assessing. I can't say that you can go in somebody's house and say, oh I, you have a family of 10. You only have a family of two. Your rate is going to be adjusted. We have a house in the Village of Liberty. My brother-in-law has passed away. He has a well, he's had a well for over seven years. We're charged for sewage because we have to get the minimum sewage rate because we live in the Village of Liberty and everyone in the Village of Liberty obviously has to use the village sewage. Again, unfair. But we have to do it because that is the way that we don't get charged for a water bill. The rules need to be looked into. Definitely if we need a new sewer plant, I can understand that. I've grown up in a

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village where, I hate to say the village mayors in the past since I was a teenager, we've always heard that that doesn't get done. We don't have money for that. This is more important here. We are now the Village of Liberty. We couldn't even drink water a few years ago. Now that we have all special filters and things in our house that has curtailed that problem. And now that's been, um, resolved. I had to wash out all of my recyclables for the Village of Liberty to pick them up. They were thrown in the dumpster with regular garbage. Now they don't even do it. How are we continually seeing that things we put forth are not correct? Again, this will happen to, I don't know exactly the village of Liberty's plant next and then the Village of Liberty will have it. \$40 million. Okay, bill, the taxpayers will have to pay. We need to somehow understand this was a county of resort hotels and farms. I don't wanna say dairy farms 'cause I'm sure there are a lot more, but if a farmer had a hundred acres of land, his water table usage was nothing and the sewer, now that a hundred acres has been sold to a development, I can't even think how many houses, I can't even think of water table usage. Where are we gonna get the water from if they keep using this much water that we need this size of a sewer, one hand washes the other. If these new developments are coming in and people have the money to put them in and pay for them, they should then be allotted. They're the reason this change is being done. Not me with my two kids.

Somebody needs to look into how, if we're allowing these buildings to be built or these developments to be developed, or whatever you want to call it. I'm sure Grossinger's used a lot developments are all over. I've seen them in Fallsburg. I've seen them going out of the Village of Liberty in Loch Sheldrake and everything is three stories high. My house is two stories. I live in my home. They're building these homes to come here for the summer. And I don't want to say waste our resources, but I see it as that. When I see 10 and 12 bags of garbage outside of one family's home, who's paying for our waste? Who's paying for our water? Who's paying for our sewage? Now? When are we tapped out? Sending all this garbage up to, I don't know where it's going. Up to horse head or something that far up. I just really think it's not this that we have to look at. There's a big picture here.

**KATHY on behalf of CORA EDWARDS**

My name is Kathy and I'm actually here, um, sharing with you. Y'all know Cora Edwards. Well, she had surgery successful, but, um, she's not allowed to leave the house, so I'm gonna read her comments. Um, I also have copies of the, um, Delaware engineer report that was revised in December, December 11th of just last year, 24. Okay? So the residents of Swan Lake, and a lot of you are whether lifelong residents, newcomers, or second homeowners have put a tremendous amount of time at their, their own money into enhancing and maintaining the beauty of Swan Lake. This is what the residents, okay, that includes included, are these groups. The Catskill Clean Water Fund to eradicate invasive chestnut weed, parks and gardens through Swan Lake Re, Renaissance and Beauty Beautified, Swan Lake, the musician or belt plaque and community activities through the fire department, the ladies auxiliary all of this to say that we are not adverse, and this is coming from Cora. All of this to say we are not adverse to improvements that are sensible and fiscally responsible. The proposed Swan Lake water wastewater treatment plant

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upgrade is neither one of these. It's oversized, overpriced, and unaffordable. Now, I got the reports here and I under line reporting. So, okay, in the Delaware engineer report, there is a list of why a \$40 million upgrade is warranted. It says the district quote, the district experiences an increase in waste water during the summer months, summer cease it. Okay? The other thing, it, and this is a quote, the plant, and I'll read it right from the report. The plant continues to experience compliance issues with various parameters at certain times of the year. That goes on to say these noncompliant issues are typically related to floatables like rags in the incoming sewage, which binds pumps and impacts the performance of other equipment and processes as well as solid disposal limitations.

So the needed improvements and what you're saying is that the needed, these needed improvements, improvements in that in the sewer system have been discussed for years and I'm not in performing their due diligence when it comes to maintaining minimal standards of infrastructure on a regular basis. In other words, these rags are coming down. Why, why are we talking about it now? Why haven't they been cleaning them up ongoing? How is getting a new system gonna prevent that kind of non-compliance from obviously not the people who have been keeping Swan Lake up and keeping it nice. According to the Delaware engineering report, anticipated project schedule construction completion is estimated to be in September of 2027. So the question is, if, if it takes, if this build out of \$40 million upgrade takes two years, what are the contingency plans to, to make it compliant between now and 2027? What happens? What's gonna happen now to make it compliant? It sounds urgent from what you have said has to happen, what's gonna happen in the next 18 months or longer?

This is just one of the many unanswered questions that have plagued this project since it was first announced in April of 2020. The other big question is how the project will be funded, whether it is by loan, bond or grant. It is ultimately, I think someone had said this, um, it is ultimately the Swan Lake residents that are left responsible with the hefty price tag for a project that is supposed to cover 1.158 um, miles. That's nothing. \$40 million, the \$40 million mile. Um, I mean, I'm not a resident of Swan Lake I'm a resident of the Liberty. I'm not a resident of Swan Lake. But come on, you can't, why, why isn't there this development that I'm sure most that you're talking about in the report, most of the people in the room probably aren't even aware that has been approved by the planning board. Number one. Number two, why isn't there surcharge of something to the developer, let them pay for? Why should these people have to pay for? Think about that. I mean, really, if it was, if it was yours, would you wanna pay for this?

**HARRY CONNELL**

I live here on Route 55 number 5009 Ferndale. I've been moved to this area about 12 years ago and since then I've seen increase in everything including overcrowding over killing the areas to put buildings and stuff like that, which has really changed. The image of this area is not what I came here for. Okay, my question to you guys is it's obvious that the townspeople, the people who are getting affected by this do not want the 40 million. They want to stay with the original 18 million, which by now probably going to be around 20 million. So question is to you guys is what do you guys need from us? So you'll know that that is flat and that is done with, I know you

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guys have the ultimate vote and do what we ask, but what do you guys need from, 'cause I've been coming to this meetings over and over. The same persistence, same, you guys seem like don't hear what we want. So please let us know what you need from us. So you guys would put this to bed and say, okay, we'll do what the people want. That's all I got to say. Thank you.

**AVRHON VAN**

My name is Auburn Van and Shirley and I have been resident of Swan Lake in this sewer district from work for 40 years now. It's a beautiful community. I am an attorney. There are other attorneys living in the sewer district. We, together with many other members of that community have been very actively involved in preserving the lake, the Dam and the physical beauty of the community. I attended the meeting at the firehouse at Swan Lake last year. When this project is being discussed, Delaware engineering has been very candid with us. They've told us that the difference between the original plan and this plan is for future development capacity. And I can appreciate that that's something that the town board would be very interested in facilitating, but it comes in a huge cost.

Delaware engineering in his presentation this evening said they were four tracks in my mind. There are not four tracks, there are five tracks. The fifth track is who pays for all this additional capacity? As, I see it, if the additional capacity is geared to future development, then that should be an expense of the Town of Liberty. Just as the Town of Liberty does everything else to beautify the town and make it attractive to people, the additional switch capacity should be paid for by the town. It can be recouped as developments are put up and you collect money from the developers back, but the residents of the sewer district should not be required to finance the future development capacity. That's a benefit for the entire town and the entire town should be sharing that expense. Now, it was earlier stated that there was a proposal for \$18 million a couple of years ago. Today that proposal could be 20, 21, \$22 million, not \$40 million. And so I think that the difference between these two is a function for the town expect and not the community of the sewer district expense.

Increasing the taxes for the people in the sewer district will have an adverse effect upon them in terms of the taxes they have to pay. If they try to resell their property, it's going make it more difficult. If resales become more difficult, that's an adverse effect on the town as well, because we don't want vacant properties in the town. I am sure that the members of the board of the town board are familiar with what is called an Article 78 proceeding. I'm not suggesting by any means a threat, but I do think that this program, this program of \$40 million is adopted. That it is likely that an Article 78 proceeding would be commenced to set it aside to challenge it if that happened. What I can envision is a request to the court to determine that even if the project fits within the town board's authority, the town board should be responsible to make the differential between the 18 million and the \$40 million. I can also see where there would be a cause of action for the town board having negligently failed to proceed in the past few years when the chief under course was clearly much less expense.

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I can see the court making a determination that increased capacity is not a proper charge for the homeowners, but is a town charge. So I ask the board to consider all of those factors as you could over this situation and come to your conclusion. Thank you.

**PUBLIC HEARING RECESSED AT 7:47 p.m. UNTIL 2/3/25**

**Motion:** Councilmember Dean Farrand

**Second:** Councilmember John Lennon

**All in favor:** CARRIED

The Liberty Town Board held a meeting to discuss the proposed \$40 million upgrade to the Swan Lake sewer plant. The meeting included a detailed presentation by Delaware Engineering, outlining the necessity for the upgrade due to ongoing compliance issues and future capacity needs. Residents expressed strong opposition, citing concerns over affordability, the necessity of the increased capacity, and the potential impact on taxes. Many residents suggested that the costs should be borne by future developers rather than current residents. The board acknowledged the concerns and planned to recess the public hearing until February 3rd to allow for further discussion and consideration of alternative solutions.

**DISCUSSION**

NYSEG support letter-Councilmember Dean Farrand will follow-up with NYSEG w/ additional questions. Several businesses do not have power.

**OLD BUSINESS**

**UNDER REVIEW**

1. Training & Recommendations policy- Planning & Zoning –Councilmember Dean Farrand has written an attendance policy but has not heard back from anyone. The training policy will need to be changed in the CODE.
2. Shipping Containers
3. Fence In/Fence Out
4. AIRBNB
5. Update of Comprehensive Plan
6. Indian Lake

**IN PROGRESS**

1. Converting and moving the Building Department and the Assessor's Office to the Park & Recreation Building.
2. Fines (*Sent to KK 9/17/24*)

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3. Solar
4. Illegal dumping of garbage
5. Delaware Town/Village Water Sewer Study
6. Walnut Mt. Pavilion.

#### **PUBLIC PARTICIPATION**

##### **MANNY STEINBERG**

Thanked the board for all they do.

Inquired about shipping containers.

#### **BOARD DISCUSSION**

##### **Councilmember Vincent McPhillips**

- Stated that a lot of things Dave said are not true. (10) emails & (8) people all against the sewer plant. If you don't have a super majority-(4) votes your wasting our time.
- Former Supervisor Dick Martinkovic had a stroke and isn't doing well when he went to see him.

##### **Councilmember John Lennon**

- How do departments get the money to handle maintenance? Highway has building issues: gutters, paint & general maintenance. Councilmember Bruce Davidson suggested an audit of the building and bringing it back to the board. (The board is responsible for buildings and grounds.)

##### **Supervisor Frank DeMayo**

- Nothing to report

##### **Councilmember Dean Farrand**

- Nothing to report

##### **Councilmember Bruce Davidson**

- Nothing to report

#### **EXECUTIVE SESSION**

The Town Board does hereby go into Executive Session at 8:21 p.m. to discuss:

- Planning Board Attorney

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- Assessment Case

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo	X		X			
Councilmember Dean Farrand		X	X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon			X			
Councilmember Bruce Davidson			X			

**OUT OF EXECUTIVE SESSION**

- The Town Board does hereby go into Executive Session at 9:17 p.m.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo		X	X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon	X		X			
Councilmember Bruce Davidson			X			

**AUTHORIZATION TO PAY VOUCHER FOR SULLIVAN COUNTY PAVING IN THE AMOUNT OF  
 \$333,680.62**

The Town Board does hereby authorize payment of voucher for Sullivan County Paving for work on Lily Pond Rd. in the amount of \$333,680.62.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo	X		X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

**APPROVAL TO WAIVE \$300 SUBDIVISION APPLICATION FEE FOR JOSEPH & LUCIA AGNONE**

The Town Board does hereby authorize the Building Department to waive a \$300 Subdivision application for Joseph & Lucia Agnone.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo		X	X			
Councilmember Dean Farrand	X		X			

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Councilmember Vincent McPhillips		X				
Councilmember John Lennon		X				
Councilmember Bruce Davidson		X				

**MEETING RECESSED UNTIL 1/30/25 AT 6:00 P.M.**

The Town Board does hereby recess the meeting at 9:20 p.m. and will re-convene on 1/30/25 at 6:00 p.m.

	Motion	Second	Aye	Abstain	No	Absent
Supervisor Frank DeMayo	X		X			
Councilmember Dean Farrand			X			
Councilmember Vincent McPhillips			X			
Councilmember John Lennon		X	X			
Councilmember Bruce Davidson			X			

Respectfully submitted,

Laurie Dutcher, Town Clerk

## RESOLUTION IN MEMORY OF RICHARD (DICK) MARTINKOVIC

**WHEREAS**, it is with deep sadness and heavy hearts to learn of the passing of Dick Martinkovic on February 7, 2025; and

**WHEREAS**, Dick devoted his life to public service, he served in the Liberty Fire Dept. for over 50 years, he was Deputy Fire Commissioner, Commissioner of Public Safety/Fire Coordinator/Director of Emergency Management & Homeland Security, NYS Fire Instructor, Certified Hazmat Specialist, NYS Fire Coordinators Association, Former President & Chairman of the Sullivan County Fire Districts; and

**WHEREAS**, Dick was also involved in politics first starting out as a Village of Liberty Trustee, becoming a Town of Liberty Councilman, and then a two-term Town of Liberty Supervisor, during that time he also served as the President of the Sullivan County Supervisor's Association; and

**WHEREAS**, Dick also served on the Sullivan County Red Cross on the Board of Directors and as the Chairperson; and

**WHEREAS**, Dick also cared very deeply for his family, his wife Janet always by his side, along with his children Michael and Jill and;

**WHEREAS**, the Town of Liberty is grateful for his many contributions as an outstanding citizen in our community, and

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

**NOW, THEREFORE**, In recognition of Dick's contributions to the Town of Liberty, the municipality and its citizens, we hereby express our deep appreciation to his service to this community and extend to Dick's family our sincere sympathy upon his passing.

Supervisor Frank DeMayo

Councilmember Dean Farrand

Councilmember Vincent McPhillips

Councilmember John Lennon

Councilmember Bruce Davidson

Attested to by: Town Clerk Laurie Dutcher



## Community Service Agreement (CSA) between RCAP Solutions and the Town of Liberty

### RCAP Mission and Services

RCAP Solutions, Inc. (RCAP) is the northeast affiliate of the Rural Community Assistance Partnership, a national network of regional nonprofit organizations that provide comprehensive, on-site technical assistance and training to help small, rural communities address their drinking water, wastewater, and other community development needs. The ability of RCAP to aid communities free of charge is dependent on grants received from our federal funders. We are pleased to convey that for this program year, we have funding which allows for our services to be provided at no charge to your community.

### Project Summary

The Town of Liberty owns and operates numerous public water and sewer districts for the benefit of the property owners and residents within these special districts. There are four sewer districts and seven water districts in the Town of Liberty, excluding those owned and operated by the Village of Liberty. The Town of Liberty must undertake improvements to their Swan Lake sewer system. However, under the current billing structure, which is based on road frontage, there is a concern that the burden of the costs of improvements will be distributed unfairly. The Town has requested assistance from RCAP to complete a sewer rate study and propose alternative rate structures.

### Technical Assistance Description

#### RCAP Solutions responsibilities:

- Review existing information and prepare a technical, managerial, and financial (TMF) assessment of the sewer system.
- Maintain communication with the Town through e-mail and telephone.
- Review existing rate and usage information.
- Review past budgets and actual expenditures.
- Review projected budgets and projected project costs.
- Propose two or more alternative sewer rate structures and fees for the Town's consideration.
- Attend public meetings to answer questions from the Town or residents about the need for and methods of the rate study, as requested.

#### Town Responsibilities:

- Designate a municipal representative to serve as primary contact for the survey.
- Maintain communication with RCAP Solutions through e-mail and telephone.
- Provide access to customer data, financial reports, and other applicable data necessary to perform the services described above.
- Review any limits of the Town's authority to make proposed changes to the sewer rate structure or fees.
- Consider writing a letter of support for RCAP Solutions to be used in our annual funding applications.



**NOTE:** RCAP is required by our funders to report leveraged funding (community loan and grant awards) related to our technical assistance. As a condition of this CSA for RCAP no-fee technical assistance the Town of Liberty will notify RCAP of all project funding awards subsequent to the signing of this agreement, even if the awards notifications take place after the end of this CSA period. This will include funder name, grant amount if applicable, and loan amount and terms if applicable.

**Anticipated Technical Assistance Service Period**

March 2025 through September 2025

**Agreement**

Upon signing by both parties, this document will serve as a Community Service Agreement and work plan guiding RCAP Solutions technical assistance to the Town. If for any reason, either party is unable or unwilling to continue with this project, he or she agrees to promptly notify the other party and identify why the project is not being continued.

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Jesse LaVigne (Print)

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Community Signatory (Print)

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RCAP Solutions Community Resource Specialist  
(Signature)

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Community Signatory (Signature)

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\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date

---

Community Signatory Title

---

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date

Jesse LaVigne • Community Specialist • RCAP Solutions, Inc.  
P.O. Box 174 • Fonda, NY 12068  
518.971.1583 • [www.rcapsolutions.org](http://www.rcapsolutions.org)

## **Supervisors, Town Boards & Town Clerks**

Important Update: FOIL Notification of Employee Disciplinary Records Now Required

### **Supervisors & Town Boards**

Effective Fixed Asset Management for Government Accountability

### **Assessors**

Frequently Asked Question

### **Highways & Public Works**

How to Work Safely this Winter

### **Justice Courts**

Community Care Taking Doctrine and Motor Vehicle Stops

## **Supervisors, Town Boards & Town Clerks**

### **Important Update: FOIL Notification of Employee Disciplinary Records Now Required**

As of September 4, 2024, towns across the state must adopt new notification policies regarding employee disciplinary records in response to FOIL (Freedom of Information Law) requests. This requirement, outlined in Chapter 302 of the Laws of 2024, emphasizes the need for transparency while ensuring that public employees are informed about the status of their disciplinary records. In this article, we'll explore what this means for towns, the steps needed to comply, and ideas for implementing these new requirements.

#### **What the New Law Requires**

The recent legislative update mandates that all towns adopt a policy to notify town employees when the town responds to a FOIL request concerning their disciplinary records (Public Officers Law, §87 (6)). This aligns with the existing requirements under Public Officers Law, §87(1) (a), which necessitates that towns have a comprehensive FOIL policy. Towns must update their policies to incorporate this new notification requirement effectively.

#### **Developing an Employee Notification Policy**

Now that towns are required to notify public employees when the town responds to a FOIL request for their disciplinary records (Public Officers Law, §87 (6)), it is advisable for town officials to consult with labor and employment counsel to determine if any elements of the employee notification policy need to

be negotiated with collective bargaining units. This consideration is essential to ensure compliance and maintain good labor relations.

#### **Considerations for an Employee Notification Policy**

##### **• Notice Form and Delivery**

While the legislation does not mandate that the notice be provided in writing, the Committee on Open Government recommends this practice (FOIL-AO-19867). Written notice provides a clear record of compliance and is considered a best practice. Towns may also specify in their policies the method of delivery—whether by mail or email—and the addresses (e.g. work, personal) to which the notice will be sent.

##### **• Notice Content**

The statute does not detail the specific content required in the employee notice. However, the Committee on Open Government (FOIL-AO-19867) suggests that providing at least minimal notice, informing employees that their disciplinary records have been released in response to a FOIL request, is consistent with the legislative intent.

Additional options for content may include: a notice that includes copies of the FOIL request and the records disclosed; a notification indicating the employee's right to request a copy of the FOIL request and the released records or a timeframe for notice.

Although the legislation does not specify a deadline for providing notice, the statute requires the town to provide notice to the employee when the town responds to a FOIL request for the employee's

disciplinary records. The Committee on Open Government (FOIL-AO-19867) suggests that notice should be given promptly after the records are released.

- **Employees Covered**

The adopted legislation states that public employees are entitled to notice but does not clearly define "public employees." The Committee on Open Government (FOIL-AO-19867) advises that notice should be provided to both current and former employees, as disciplinary records for both groups are accessible under FOIL.

- **Officer Required to Provide Employee Notice**

Identify the town officer or employee responsible for providing the employee notification. For example, the requirement could rest with the officer or employee who responds to the FOIL request, the employee's department head or the town's FOIL Access Officer.

- **Understanding Disciplinary Records**

The term "disciplinary record" is not defined in the new legislation. Until a definition is provided by courts or the legislature, the Committee on Open Government (FOIL-AO-19867) suggests that towns may use the definition in Public Officers Law, §86(6), which includes various documents related to law enforcement disciplinary proceedings. This includes complaints, allegations, charges, and final dispositions of disciplinary actions. For the full description please see Public Officers Law, §86 (6).

### **Conclusion**

Towns must review and update their FOIL policies to comply with this new employee notification requirement. It's essential to ensure that employees are informed about release of their disciplinary records, thereby fostering transparency and trust within the workplace. Town officials are encouraged to work with their town attorneys as they develop the town's employee notification policy.

For more guidance on developing your town's FOIL notification policy or if you have specific questions regarding this new law, please contact our legal staff. Ensuring compliance with these requirements is vital for maintaining public trust and effective governance.

You can find the Committee on Open Government's advisory opinion (FOIL-AO-19867) on the Committee's website <https://opengovernment.ny.gov/f19867> as well as the text of the Freedom of Information

Law (Public Officers Law article 6, §§84-90) <https://opengovernment.ny.gov>. □

## **Supervisors & Town Boards**

### **Effective Fixed Asset Management for Government Accountability**

By Timothy Doyle, The Bonadio Group

For government entities, accurate asset management is essential for maintaining financial transparency, efficient resource allocation, and regulatory compliance. This requires a complete and well-maintained inventory of fixed assets—a critical part of effective public financial reporting.

#### ***What Qualifies as a Fixed Asset?***

Fixed assets in the government sector encompass a wide array of items essential to public service, including:

- **Buildings and Structures:** This category includes government offices, fire stations, schools, and community centers.
- **Infrastructure:** Roads, bridges, water and sewage systems, sidewalks, and streetlights.
- **Vehicles:** Public service vehicles such as fire trucks, police cars, public transportation buses, and garbage trucks.
- **Land:** Parks, land reserves, and other municipal spaces.
- **Equipment:** Operational tools, including computers, machinery, and other equipment that supports municipal services.
- **Public Utilities:** Assets like water treatment plants, electricity generation facilities, and communication systems.
- **Leases and Subscription-Based IT Arrangements (SBITAs):** Emerging categories requiring inventory tracking for regulatory compliance.

#### ***Why is Fixed Asset Inventory Critical?***

Maintaining an accurate fixed asset inventory benefits local governments by enabling:

- **Accurate Financial Reporting:** Properly documented assets contribute to clearer, more accurate financial statements.
- **Budgeting and Resource Allocation:** An up-to-date inventory supports efficient financial planning and

## **Washington County Freedom of Information Law Policy**

### **REGULATIONS ESTABLISHING THE RULES AND PROCEDURES GOVERNING PUBLIC ACCESS TO RECORDS OF THE COUNTY OF WASHINGTON AND ITS AUTHORIZED AGENCIES**

Pursuant to the provisions of Section 88 and Section 87 Subsection 6 of the Public Officers Law, the following regulations are hereby adopted establishing the rules and procedures governing the public access to records of the County of Washington and its authorized agencies:

#### **CONTENTS BY SECTION**

1. Purpose
2. Definitions
3. Procedure for obtaining records
4. List of records
5. Fees
6. Prevention of invasions of privacy
7. Grant or denial of access to records
8. Appeals
9. Effective date

#### **SECTION 1 - Purpose**

The purpose of this policy is to set forth the methods and procedures governing the availability, location and nature of those records of the County of Washington and its authorized agencies subject to the provisions of Article 6 of the Public Officers Law, known as the Freedom of Information Law.

#### **SECTION 2 - Definitions**

For the purpose of this policy:

**Record:** any information kept, filed, held, produced, or reproduced by, with or for the County of Washington or its authorized agencies, in any physical form whatever including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilm, computer tapes or discs, magnetic audio tapes, rules, regulations or codes.

**Payroll record:** an itemized record setting forth the name, business address, title and salary of every officer and employee of the County of Washington or its authorized agencies;

**Workday:** any day except Saturday, Sunday, a public holiday, or a day on which the Washington County Municipal Center is otherwise closed for general business;

**Fiscal Officer:** the Washington County Treasurer or his/her authorized representatives.

### **SECTION 3 - Procedure for Obtaining Records**

The County officers listed below, or their authorized representatives, are hereby designated as Records Access Officers for their respective departments and shall be the custodian of such records, excepting payroll records.

<u>DEPARTMENT</u>	<u>ADDRESS</u>	<u>RECORDS ACCESS OFFICER</u>
-	383 Broadway, Fort Edward NY 12828 unless shown below.	-
Board of Supervisors		Clerk of Board of Supervisors
Budget Officer		Clerk of Board of Supervisors
Buildings & Grounds		Superintendent of Buildings & Grounds
Code Enforcement		Director of Code Enforcement
Coroners		Coroners
County Administration		County Administrator
County Attorney's Office		County Attorney
County Clerk		County Clerk
District Attorney's Office		District Attorney
Elections	1153 Burgoyne Ave, Fort Edward NY 12828	Commissioners of Elections
Fire Bureau		Fire Coordinator
Historian		County Clerk
Information Technology		Chief Information Officer
Mental Health & Community Services	230 Maple St, Ste 1, Glens Falls NY 12801	Director of Community Services
Office for the Aging		Director
Parks		Superintendent of Buildings & Grounds
Personnel / Civil Service		Personnel Officer
Planning		Economic Development Coordinator
Probation		Director
Public Defender's Office		Public Defender
Public Health	415 Lower Main St, Hudson Falls NY 12839	Public Health Director
Public Safety Department		Director
Public Works		Superintendent of Public Works
Real Property Tax Service		Director

DEPARTMENT	ADDRESS	RECORDS ACCESS OFFICER
Sewer District	17 Cortland Street, Fort Edward, NY 12828	Executive Director
Sheriff's Office & Jail	399 Broadway, Fort Edward, NY 12828	Sheriff
Social Services		Commissioner of Social Services
Treasurer's Office		Treasurer
Veterans Services		Director
Weights and Measures		Director
Youth Bureau & Alternative Sentencing		Director

Any person who wishes to inspect or obtain a copy of any such record may request access to the record by making application to the Records Access Officer. Such application shall be in writing and shall reasonably describe the record or records sought. The Records Access Officer is required to provide written notice to an employee in the event a request is made for employee disciplinary records. Whenever possible a person requesting records shall supply information that may help to describe the records sought. Application forms which comply with the law may be obtained from the Records Access Officer either personally on any workday at the office of the Records Access Officer, or by mail addressed to such office.

Requests for access to records may be submitted to the office either personally at such office on any workday between the hours of 9:00 a.m. and 4:30 p.m., or by mail, addressed to such office or to such other officer as the Records Access Officer may specify. Within five (5) working days of receipt of a request, the Records Access Officer shall cause a search to be made for the requested record and will take one of the following courses of action:

1. Make the record available (and, if so requested and upon payment of the appropriate fee, shall make and certify a copy of the record);
2. Deny the request as provided in Section 7 of this regulation providing the reason, sending a copy of such denial to the office of the County Attorney;
3. State that the record is not in the custody of the agency if appropriate;
4. State that the record cannot be located after diligent search if that is the case; or
5. Furnish an acknowledgment of receipt of the request and provide an approximate date for reply. If documents which are responsive to the request cannot be provided within twenty (20) days, another reply must be sent stating:
  - The reason why the documents were not provided within the twenty-day period, and
  - A specific date as to when the request will be answered. Such time period

must be reasonable in light of the size of the request, time to search, etc.

The Records Access Officer, in his/her discretion, may waive compliance with any formality prescribed by this subdivision, including the use of county application forms.

The Fiscal Officer shall be the Washington County Treasurer. Any persons wishing to inspect and/or obtain a copy of any payroll record may make application to the Fiscal Officer in writing pursuant to the provisions of Section 3, subparagraph (B) of this regulation to the Fiscal Officer at the office of the Fiscal Officer at the Washington County Municipal Center, Town of Fort Edward, New York. Upon receipt of such an application, the Fiscal Officer shall search for and produce for inspection the payroll record. If the applicant requests a copy of such payroll record, the Fiscal Officer shall provide him with one after payment of the appropriate fee.

#### **SECTION 4 - Subject Matter List**

On behalf of the County of Washington, the Records Access Officer of each department shall maintain and make available for inspection and copying at his or her office a current list, reasonably detailed by subject matter, of all records in the possession of the agency, whether or not available under Article 6 of the Public Officers Law. Such list shall be in conformity with such regulations as may be promulgated by the Committee on Public Access to Records. Any person desiring a copy of such list may request a copy thereof personally or by mail and he shall be supplied with one copy .

Each Records Access Officer shall maintain:

1. A record of the final vote of each member in every department proceeding in which the member votes;
2. A record setting forth the name, public office address, title and salary of every officer or employee of the department, and;
3. A reasonably detailed current list by subject matter, of all records in the possession of the department whether or not available under this article.

#### **SECTION 5 - Fees**

The fees for copies of records shall not exceed twenty-five cents (\$.25) per photocopy not in excess of nine inches by fourteen inches, or the actual cost of reproducing any other record except when a different fee is otherwise prescribed by law or pursuant to such general rules and regulations as may be promulgated by the committee on public access to records in conformity with the provisions of Article 6 of the Public Officers Law. Payment of fees must be made before copies are made or materials are provided.

## **SECTION 6 – Requests for Employee Disciplinary Records**

Requests for access to employee disciplinary records shall be made known to the employee by written notification provided to the employee at his/her last known physical or email address by the departmental Records Access Officer. The written notification to the employee shall include the name of the person or entity making the request.

## **SECTION 7 - Prevention of Invasions of Privacy**

In accordance with the provisions of subdivision 3 of section 88 of the Public Officers Law and in conformity with such guidelines as may be promulgated by the Committee on Public Access to Records regarding the prevention of unwarranted invasions of personal privacy, the Records Access Officer may delete from any record identifying details the disclosure of which would result in an unwarranted invasion of personal privacy prior to making such record available for inspection and/or copying. In the event that one or more deletion is so made from any document, the Records Access Officer shall provide written notice of that fact to the person given access to the record. If the record is such that the personal matters cannot be fully deleted without substantially affecting the record of the identifying details cannot be effectively deleted, the Records Access Officer shall deny access to such record as provided in section 7 of this regulation.

## **SECTION 8 - Grant or Denial of Access to Records**

Each Records Access Officer shall, in accordance with these regulations, make available for public inspection and copying all records, except that such department may deny access to records or portions thereof that:

1. are specifically exempted from disclosure by state or federal statute;
2. if disclosed would constitute an unwarranted invasion of personal privacy under the provisions of subdivision two of section 89 of Article 6 of the Public Officers Law of New York State;
3. if disclosed would impair present or imminent contract awards or collective bargaining negotiations;
4. are trade secrets or are maintained for the regulation of commercial enterprise which if disclosed would cause substantial injury to the competitive position of the subject enterprises;
5. are compiled for law enforcement purposes and which, if disclosed, would:
  - a. interfere with law enforcement investigations or judicial proceedings

- b. deprive a person of a right to a fair trial or impartial adjudication;
- c. identify a confidential source or disclose confidential information relating to a criminal investigation; or
- d. reveal criminal investigative techniques or procedures, except routine techniques and procedures

6. if disclosed would endanger the life or safety of any person;
7. are inter-departmental or intra-departmental materials; which are not:
  - a. statistical or factual tabulations or data; or
  - b. instructions to staff that affect the public, or
  - c. final agency policy or determinations.
8. are examination questions or answers which are requested prior to the final administration of such questions.

## **SECTION 9 - Appeal**

**Any person whose application to inspect and/or copy records has been denied pursuant to section 7 of this regulation may appeal such denial to the Chairman of the Board of Supervisors at his office at the Washington County Municipal Center, Town of Fort Edward, New York.**

Such appeal shall be in writing and must set forth: the name and address of the applicant; the specific record(s) requested; the date of denial; and the reasons given for such denial. The Chairman shall, upon receipt of a written appeal, immediately review the matter and affirm, modify or reverse the denial. If the Chairman affirms or modifies the denial, he shall, within 7 days of receipt of the appeal: (1) communicate his reason for such affirmation or modification to the person making the appeal; and (2) inform such person of his right to appeal such affirmation or modification under Article 78 of the Civil Practice Law and Rules.

## **SECTION 10 - Effective Date**

This policy shall become effective upon passage by the Washington County Board of Supervisors.

6. ~~Resolution to amend the Town of Fallsburg Road service and towing ordinance, offer local law of #5 2024 to provide for safe, orderly and efficient road service and town services for disabled vehicles in the Town of Fallsburg and scheduling a public hearing for 11/26/24 at 6 pm. #67 of 2024.~~ Recusal by Councilperson Jeff Wiener. Recusal by Councilperson Miranda Behan. A quorum was not met.

**Executive Session:**

Motion to enter into an executive session to discuss personnel matters was made by Councilperson Nathan Steingart and seconded by Councilperson Miranda Behan at 6:16 pm. Motion carried (4) Ayes, (0) Nayes, (1) Absent

Motion to close executive session was made by Councilperson Jeff Wiener and seconded by Councilperson Nathan Steingart at 7:15 pm. Motion carried (4) Ayes, (0) Nayes, (1) Absent

Motion to adjourn meeting was made by Councilperson Jeff Wiener and seconded by Councilperson Nathan Steingart at 7:15 pm. Motion carried (4) Ayes, (0) Nayes, (1) Absent

Paula Grogan

**Paula Grogan, Town of Fallsburg Town Clerk**

Tax Collector, Registrar, RMO, FOIL Officer & Notary Public  
[townclerk@fallsburgny.com](mailto:townclerk@fallsburgny.com) [www.townoffallsburg.com](http://www.townoffallsburg.com)

not including new programs or major reordering of priorities that may affect the environment and exempt from further review;

**IT IS HEREBY RESOLVED**, that all of the recitals above are incorporated into this resolution and that the Town of Fallsburg be and hereby is authorized to take all procedural steps necessary to create the elected office of Receiver of Taxes and Assessments as required by Town Law Section 20 for election in November 2025 for a four-year term pursuant to Town Law Section 24, unless such term is required to be shorter to comply with the Town Law and Election Law pertaining to elections being held in even number of years once such law has been settled, and it is further

**RESOLVED**, that the Town Supervisor and/or Town Clerk, be and hereby are authorized to sign and file such documents, as maybe required by statute, rule or regulation, with the Board of Elections or any other agency where filing is required, as may be necessary to effectuate the creating the elected office of Receiver of Taxes and Assessments pursuant to this resolution.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

MOTION BY: Councilperson Nathan Steingart  
SECOND BY: Councilperson Jeff Wiener

	Yea	Nay	Abstain	Absent
Supervisor Michael Bensimon	x			
Councilperson Miranda Behan	x			
Councilperson Nathan Steingart	x			
Councilperson Sean Wall Carty				x
Councilperson Jeff Wiener	x			

Adopted by the Town of Fallsburg Town Board on the 5th day of November 2024.

The Resolution was thereupon duly adopted.

CERTIFIED TRUE COPY

I, Paula Grogan, Town Clerk of the Town of Fallsburg, hereby certify that the foregoing is a full, true, and accurate copy of a resolution duly and regularly adopted by the governing body of the municipality, at a meeting duly and regularly held on November 5, 2024, at which quorum was present throughout, and the required majority of the governing body voted in favor of this resolution. I further certify that this resolution is still in full force and effect and has not been revoked or modified.

Dated: November 5, 2024

Paula Grogan

Paula Grogan, Town of Fallsburg Town Clerk

5. **Resolution of the Town of Fallsburg to take all procedural steps necessary to create the elected office of taxes and assessments as required by Town Law section 20 for election in November 2025.** #66 of 2024 Councilperson Nathan Steingart and seconded by Councilperson Jeff Wiener. Motion carried (4) Ayes, (0) Nayes, (1) Absent.

Paula Grogan  
Town of Fallsburg  
Town Clerk, Tax Collector, Registrar,  
RMO, FOIL Officer & Notary Public  
townclerk@fallsburgny.com



Town of Fallsburg  
P.O. Box 2019, 19 Railroad Plaza  
South Fallsburg, New York 12779  
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[www.townoffallsburg.com](http://www.townoffallsburg.com)

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RESOLUTION #66 of 2024

**RESOLUTION OF THE TOWN OF FALLSBURG  
TO TAKE ALL PROCEDURAL STEPS NECESSARY TO CREATE THE ELECTED OFFICE OF RECEIVER OF TAXES  
AND ASSESSMENTS AS REQUIRED BY TOWN LAW SECTION 20 FOR ELECTION IN NOVEMBER 2025**

WHEREAS, pursuant to Town Law Section 10, the Town of Fallsburg, having a population of more than 10,000 is a town of the First Class,

WHEREAS, pursuant to Town Law, Section 20, Town Officers, a town of the First Class is required to have an elected receiver of taxes and assessments,

WHEREAS, pursuant to Town Law Section 24, the term of the receiver of taxes and assessments shall be four years,

WHEREAS, the Town Board may advertise and solicit resumes to appoint a receiver of taxes for an appointed term ending December 31, 2025 and fill such position by separate resolution,

WHEREAS, New York State amended the Town Law and Election Law to move certain elections to even-numbered years, which law has been challenged and the status of such law is uncertain,

WHEREAS, to comply with Election Law dealing to create this position, the Town of Fallsburg is unable to wait until such litigation is resolved status certain, but acknowledges the term of elected position of receiver of taxes and assessments may be subject to change to comply with the law in effect,

WHEREAS, this resolution is to authorize establishing the elected office of Receiver of Taxes and Assessments,

WHEREAS, this resolution is to further authorize Town of Fallsburg to take all procedural steps necessary to create the elected office of Receiver of Taxes and Assessments as required by Town Law Section 20 for election in November 2025 for a four-year term pursuant to Town Law Section 24, unless such term is required to be shorter to comply with the Town Law and Election Law pertaining to elections being held in even number of years once such law has been settled,

WHEREAS, the resolution authorizes the Town Supervisor and/or Town Clerk to sign such documents, file such documents with the Board of Elections or any other agency where filing is required, as maybe necessary to effectuate the creating the elected office of Receiver of Taxes and Assessments pursuant to this resolution, and

WHEREAS, the Town Board classifies this action as a Type II Action under Part 617.5(c)(26) of the regulations implementing SEQRA as routine or continuing agency administration and management,

Adopted by the Town of Fallsburg Town Board on the 5th day of November 2024.

The Resolution was thereupon duly adopted.

CERTIFIED TRUE COPY

I, Paula Grogan, Town Clerk of the Town of Fallsburg, hereby certify that the foregoing is a full, true, and accurate copy of a resolution duly and regularly adopted by the governing body of the municipality, at a meeting duly and regularly held on November 5, 2024, at which quorum was present throughout, and the required majority of the governing body voted in favor of this resolution. I further certify that this resolution is still in full force and effect and has not been revoked or modified.

Dated: November 5, 2024

Paula Grogan

Paula Grogan, Town of Fallsburg Town Clerk

made to last known address, updated to current if practicable. Notification shall occur after the records are released, in line with the legislative intent to ensure minimal notice.

**Content of the Notification:**

The notification will include a statement informing the employee that their employment records have been released. While there is no requirement to provide a copy of the FOIL request or the released records, the Town will provide any records released to the employee, upon employee request.

**Delivery of Notification:**

The notice should be delivered in writing, either via regular mail or email, depending on the availability of the employee's contact information. In cases of former employees, notice shall be made to last known address, updated to current if practicable. In the event that a former employee is unable to be contacted, all reasonable efforts will be made and these attempts documented. Such notification efforts shall be the responsibility of the FOIL Officer or Town Clerk if no FOIL Officer is designated.

**Disciplinary Records:**

The Town will use the definition of "disciplinary records" under Public Officers Law (POL) §86(6) for law enforcement, applying it to non-law enforcement employees. Counseling memos may also be classified as disciplinary records if they relate to employment discipline. Such records shall be subject to exception from disclosure under Public Officers Law (POL) §87(2).

**WHEREAS**, the Town Board classifies this action as a Type II Action under Part 617.5(c)(26) of the regulations implementing SEQRA as routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment and exempt from further review.

**IT IS HEREBY RESOLVED**, that the Policy on the Release of Employee-Related Information Under FOIL, be and hereby is adopted and effective immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

**MOTION BY:** Councilperson Nathan Steingart  
**SECOND BY:** Councilperson Jeff Wiener

	Yea	Nay	Abstain	Absent
Supervisor Michael Bensimon	x			
Councilperson Miranda Behan	x			
Councilperson Nathan Steingart	x			
Councilperson Sean Wall Carty				x
Councilperson Jeff Wiener	x			

**Paula Grogan**  
**Town of Fallsburg**  
Town Clerk, Tax Collector, Registrar,  
RMO, FOIL Officer & Notary Public  
[townclerk@fallsburgny.com](mailto:townclerk@fallsburgny.com)



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**RESOLUTION #65 of 2024**

**RESOLUTION OF THE TOWN OF FALLSBURG TO ADOPT  
A POLICY ON THE RELEASE OF EMPLOYEE-RELATED INFORMATION  
UNDER FOIL AS AMENDED BY ARTICLE 6 OF THE  
FREEDOM OF INFORMATION LAW, CHAPTER 302 OF THE LAWS OF 2024**

**WHEREAS**, as of September 4, 2024, article six of the Freedom of Information Law ("FOIL") was amended by Chapter 302 of the Laws of 2024 to include a mandate that "[a]ll agencies subject to the requirements of this article shall develop a policy regarding providing a notification to public employees in the event that the agency is responding to a request for such employee's disciplinary records." Public Officers Law ("POL") § 87(6);

**WHEREAS**, The New York State Committee on Open Government has provided advisory opinion, FOIL AO 19867, dated September 16, 2024, on implementation of the emended FOIL provisions regarding notification to public employees in the event that the agency is responding to a request for such employee's disciplinary records, see <https://opengovernment.ny.gov/system/files/documents/2024/09/f19867.pdf>;

**WHEREAS**, the following policy is proposed to comply with the amended FOIL requirements:

**Policy on the Release of Employee-Related Information Under FOIL**

**Purpose:**

Pursuant to Article 6 of the Freedom of Information Law (FOIL), Chapter 302 of the Laws of 2024, all agencies must develop a policy to notify public employees if their disciplinary records are being released in response to a FOIL request. This policy shall ensure the proper notification requirements, contents of the notification, delivery of the notification and define the records to be released.

**Definitions:**

- a) FOIL - Freedom of Information Law (also referred to as Public Officers Law, Article 6, Sections 84-90)
- b) Record - any information kept, held, filed, produced or reproduced by, with or for an agency or the state legislature, in any physical form whatsoever including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or discs, rules, regulations or codes.

**Notification Requirement:**

The Town of Fallsburg will provide notice to current and former public employees if their employment records are subject to a FOIL request via mail or email. In cases of former employees, notice shall be

Motion to Close the 2025 Preliminary Budget Hearing was made by Councilperson Jeff Wiener and seconded by Councilperson Miranda Behan at 6 pm. Motion carried (4) Ayes, (0) Nayes, (1) Absent

**Supervisors Report:**

**Food Pantry** – Food Pantry was a great success again. The Supervisor and Councilperson Behan thanked the ARC, Police Dept. and Building Dept. for helping out.

**Trunk or Treat** – Trunk or Treat at the Woodbourne Fire Dept. was fun and lots of families came out. Councilperson Behan thanked Richard Baum for donating candy, the Police Dept. and all the people for making it a great success.

**Correspondence:**      **Chief Jordan Kozachuk, South Fallsburg Fire Department**

Chief Kozachuk commended Bobby McKeon and Anthony Dworetsky for supporting the scene at the massive fire at the Pines.

**Citizen's Comments:**    **Ari Grunhut** - Questioned the average percentage of taxes increased yearly.

**Agenda Items:**

1. Motion to approve the warrant #10824 dated 10/23/24 in the amount of \$817,682.44 was made by Councilperson Miranda Behan and seconded by Councilperson Nathan Steingart Motion carried (4) Ayes, (0) Nayes, (1) Absent.
2. Motion to approve Town Board minutes dated 10/22/24 was made by Councilperson Miranda Behan and seconded by Councilperson Nathan Steingart Motion carried (4) Ayes, (0) Nayes, (1) Absent.
3. ~~Motion to approve the employment of Jayme Enna as a provisional Building Inspector with a salary of \$62,000.00 and a start date of 11/12/24.~~ Motion removed.
4. **Resolution** of the Town of Fallsburg to adopt a policy on the release of employee-related information under foil as amended by article 6 of the freedom of information law, chapter 302 of the laws of 2024. **#65 of 2024** was made by Councilperson Nathan Steingart and seconded by Councilperson Jeff Wiener. Motion carried (4) Ayes, (0) Nayes, (1) Absent.

Paula Grogan  
Town of Fallsburg  
Town Clerk, Tax Collector, Registrar,  
RMO, FOIL Officer & Notary Public  
townclerk@fallsburgny.com



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**Tuesday, November 5, 2024  
6:00pm**  
**Town of Fallsburg Town Board  
Legislative Meeting**  
**19 Railroad Plaza, NEW MEETING ROOM**  
**South Fallsburg, New York 12779**  
This meeting will also be available as follows:  
Link to be posted to main page of website: [www.townoffallsburg.com](http://www.townoffallsburg.com)  
Join Zoom Meeting <https://zoom.us/j/548420343>  
Meeting ID: 548 420 343  
One tap mobile  
+19292056099, 548420343# US (New York)

**Salute to the Flag & call to order:** CALL TO ORDER Supervisor Michael Bensimon opened the meeting at 6:00 PM with the Pledge to the Flag. This meeting was held in person and remotely via Videoconferencing and streamed live on the Zoom app. which is accessible to the public. The meeting is also being recorded for full transcription purposes should it be required.

**PRESENT:**

Michael Bensimon, Supervisor  
Miranda Behan, Councilperson  
Nathan Steingart, Councilperson  
Jeff Wiener, Councilperson

Richard Baum, Attorney for the Town  
Paula Grogan, Town Clerk  
Jennifer Edwards, Supervisor's Secretary  
Scott DuBois, Comptroller

**ABSENT:**

Sean Wall Carty, Councilperson

**Public Hearings**

**Adoption of local levy override**

Motion to Open the Adoption of Local Levy Override Hearing was made by Councilperson Jeff Wiener and seconded by Councilperson Nathan Steingart at 6 pm. Motion carried (4) Ayes, (0) Nayes, (1) Absent

Motion to Close the Adoption of Local Levy Override Hearing was made by Councilperson Miranda Behan and seconded by Councilperson Nathan Steingart at 6 pm. Motion carried (4) Ayes, (0) Nayes, (1) Absent

**2025 Preliminary Budget – read by the Town Supervisor**

Motion to Open the 2025 Preliminary Budget Hearing was made by Councilperson Jeff Wiener and seconded by Councilperson Miranda Behan at 6 pm. Motion carried (4) Ayes, (0) Nayes, (1) Absent

## **Policy on the Release of Employee-Related Information Under FOIL**

### **Purpose:**

Pursuant to Article 6 of the Freedom of Information Law (FOIL), Chapter 302 of the Laws of 2024, all agencies must develop a policy to notify public employees if their disciplinary records are being released in response to a FOIL request. This policy shall ensure the proper notification requirements, contents of the notification, delivery of the notification and define the records to be released.

### **Definitions:**

- 1) FOIL - Freedom of Information Law (also referred to as Public Officers Law, Article 6, Sections 84-90)
- 2) Record - any information kept, held, filed, produced or reproduced by, with or for an agency or the state legislature, in any physical form whatsoever including, but not limited to, reports, statements, examinations, memoranda, opinions, folders, files, books, manuals, pamphlets, forms, papers, designs, drawings, maps, photos, letters, microfilms, computer tapes or discs, rules, regulations or codes.

### **Notification Requirement:**

The Town of Woodbury will provide notice to current and former public employees if their employment records are subject to a FOIL request. Notification shall occur after the records are released, in line with the legislative intent to ensure minimal notice.

### **Content of the Notification:**

The notification will include a statement informing the employee that their employment records have been released. While there is no requirement to provide a copy of the FOIL request or the released records, the Town will provide any records released to the employee.

### **Delivery of Notification:**

The notice should be delivered in writing, either via regular mail or email, depending on the availability of the employee's contact information. In the event that a former employee is unable to be contacted, all reasonable efforts will be made and these attempts documented. Such notification efforts shall be the responsibility of the Town Clerk.

### **Disciplinary Records:**

The Town will use the definition of "disciplinary records" under Public Officers Law (POL) §86(6) for law enforcement, applying it to non-law enforcement employees. Counseling memos may also be classified as disciplinary records if they relate to employment discipline.

Town of Duaneburg  
5853 Western Turnpike  
Duaneburg, New York 12056

[DATE]

**Via Certified Mail or Personal Delivery**

[Employee]  
[Address]

**FREEDOM OF INFORMATION LAW REQUEST NOTIFICATION**

Please take notice:

A freedom of information law ("FOIL") request/appeal was received by the Town on [DATE] that seeks your disciplinary records. The request for information can not be provided to you due to confidentiality. An initial response has/'nt been issued as of this date. A final response is expected to be issued by [DATE]. Due to the obligations imposed on the Town pursuant FOIL, you will not be given a chance to object to the release of documents. However, the Town will review the documents to determine whether release is appropriate under FOIL while also considering your right to personal privacy. Should you wish to receive a copy of what was released, please provide a written request to the Town Clerk. If you have any questions in regard to this notification, please feel free to contact the Town Supervisor.

cc:      Personnel File

the employee is notified of the request. If a response has already been issued before the employee is notified of the request, they will be informed of that fact within the notification.

Any notification issued under this policy will be in writing and delivered to the employee either personally or by certified mail.<sup>1</sup> In the event that the employee the request pertains to is no longer employed by the Town, reasonable efforts will be made to notify the former employee in the manner referenced above or through other reasonable means.

FOIL requires the Town to engage in a specific analysis of whether documents are to be released under the obligations contained within the statutory guidelines. Given the statutory mandates imposed on the Town, an employee will not be in a position to object to the release of documents. Although an employee will not be afforded an opportunity to object to the release of documents involving them, all responses to a request will be provided to the employee upon written request. Additionally, the Town will review all documents to determine whether release is required under FOIL, while also considering applicable exemptions to protect personal privacy.

Should there be any questions relating to this policy, please contact the Town Supervisor's Office.

---

<sup>1</sup> A notification template is attached hereto.

# TOWN OF DUANESBURG, NEW YORK

EMPLOYEE-RELATED FOIL POLICY	Issued Date:
Issued by: The Town Board	Revision Date: N/A

## PURPOSE

In accordance with NY Public Officers Law §87(6), the Town Board hereby adopts this policy, which shall govern in instances that a request is received by the Town for Employee disciplinary records. When necessary, this policy may be revisited to determine whether changes to it should be made. After such a determination, the Town Board may amend this policy for whatever reason.

## DEFINITIONS

“Employee” shall mean an individual currently or previously appointed for employment by the Town Board. This definition shall not include elected officials or Town Officers.

“Employee Disciplinary Records” for the purpose of this policy shall mean any “record created in furtherance of a ...disciplinary proceeding,” including, but not limited to, any of the following:

- (a) the complaints, allegations, and charges against an employee;
- (b) the name of the employee complained of or charged;
- (c) the transcript of any disciplinary trial or hearing, including any exhibits introduced at such trial or hearing;
- (d) the disposition of any disciplinary proceeding; and
- (e) the final written opinion or memorandum supporting the disposition and discipline imposed including the agency's complete factual findings and its analysis of the conduct and appropriate discipline of the covered employee.

“Freedom of Information Law” (“FOIL”) shall mean any request for information received pursuant to NY Public Officers Law §84, et seq.

“Response” shall mean the final submission made to the requestor of documents under FOIL. This shall include an initial response and the response to any potential appeal.

## APPLICABILITY

In the event the Town receives a request for documents that pertains to an employee, this policy will govern the notification to be sent to said employee regarding the same. In the event that a negotiated procedure exists within a collective bargaining agreement, that procedure will control.

## POLICY

Upon the receipt of a request for employee disciplinary records, the Town will notify the affected employee, in writing, of the request as soon as administratively feasible. In the event that request is made by the at-issue employee for their own records, notification will not be provided under this policy. As FOIL requires responses to be made within a certain time frame, a response may need to be issued before

## TOWN OF DUANESBURG TOWN BOARD

RESOLUTION NO. 159 -2024

November 14, 2024

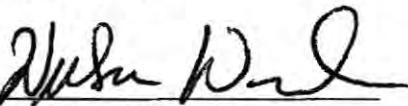
**WHEREAS**, the State Legislature made certain amendments to Public Officers Law §87 that require the Town to adopt a policy pertaining to notification to employees whose disciplinary records are being sought by a Freedom of Information Law request, which became effective September 4, 2024; and

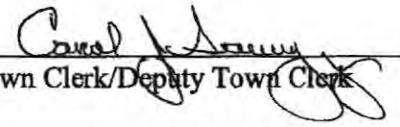
**WHEREAS**, the Town has drafted said policy and now wishes to adopt the same.

**NOW, THEREFORE, BE IT RESOLVED**, the Town hereby:

1. Adopts the attached Employee-Related FOIL Policy, which is to be included within the Town's employee handbook.

By (unanimous/majority) vote of the Town Board of the Town of Duaneburg at its meeting on November 14, 2024.

  
\_\_\_\_\_  
William Wenzel, Supervisor

  
\_\_\_\_\_  
Dianne Grant  
Town Clerk/Deputy Town Clerk

Present: Supervisor Wenzel, Council Member Santulli, Council Member Passonno, Council Member  
Absent: Council Member Grant Lucks

Town Board Members:

Dianne Grant	Yea	Nay	Abstain
Michael Santulli	<input checked="" type="checkbox"/> Yea	Nay	Abstain
Nicholas Passonno	<input checked="" type="checkbox"/> Yea	Nay	Abstain
William Wenzel	<input checked="" type="checkbox"/> Yea	Nay	Abstain
Andrew Lucks	<input checked="" type="checkbox"/> Yea	Nay	Abstain

At a regular meeting of the Town Board of the Town of Liberty, Sullivan County, New York, held at the Town of Liberty Senior Citizen's Center, 119 North Main Street, Liberty, New York, in said Town, on the 19<sup>th</sup> day of February, 2025 at 6:30 p.m. prevailing time.

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

PRESENT:

ABSENT:

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

A RESOLUTION AUTHORIZING THE REPAIR OF AN ACTUATOR FOR THE LOOMIS SEWER DISTRICT, AT MAXIMUM ESTIMATED COST OF \$7,800.00, AND PAYMENT THEREFOR BY THE EXPENDITURE OF THE SUM OF \$7,800.00 FROM THE LOOMIS SEWER DISTRICT CAPITAL RESERVE FUND.

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

Section 1. The repair of an Actuator for the Loomis Sewer District, at a maximum estimated cost of \$7,800.00, and the expenditure of the sum of \$7,800.00 from the Loomis Sewer District Capital Reserve Fund to pay such maximum estimated cost is hereby authorized and approved.

Section 2. The action authorized has been determined to constitute a Type II Action as defined in 6 NYCRR §617.5(c)(1) and (31) of the regulations promulgated

pursuant to the State Environmental Quality Review Act, for which environmental review is not required.

Section 3. The plan for financing of such maximum estimated cost of \$7,800.00 is by the appropriation and expenditure of the sum of \$7,800.00 from the Swan Lake Sewer District Capital Reserve Fund.

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

Section 5. This resolution is adopted subject to permissive referendum. The question of the adoption of the foregoing resolution was duly put to a vote on roll call, resulting as follows:

Supervisor Frank DeMayo voting	_____
Councilperson Dean Farrand voting	_____
Councilperson Vincent McPhillips voting	_____
Councilperson John Lennon voting	_____
Councilperson Bruce Davidson voting	_____

The resolution was thereupon declared duly adopted.



## Model Resolution

Any city, town, village, or county government in New York State can take a stand by adopting the Climate Smart Communities pledge. Local governments may amend the preamble of the pledge below, but all ten points of the pledge must be adopted verbatim by the highest body of elected officials (e.g., town board or city council). The final resolution document must include a signature from the municipal clerk verifying the authenticity of the resolution and indicating the date of passage. Local governments should then designate a primary contact person to complete the online registration form and upload the resolution by following the steps at <https://climatesmart.ny.gov/actions-certification/getting-started/>. After the registration is reviewed, the community will be designated a Registered Climate Smart Community and be added to the online list. Join us!

Councilmember \_\_\_\_\_ moved and Councilmember \_\_\_\_\_ seconded that

WHEREAS, the Town/Village/City/County of \_\_\_\_\_ (hereinafter "local government") believes that climate change poses a real and increasing threat to our local and global environments and is primarily due to the burning of fossil fuels; and

WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and

WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

IT IS HEREBY RESOLVED that Town/Village/City/County of \_\_\_\_\_, in order to reduce greenhouse gas emissions and adapt to a changing climate, adopts the New York State Climate Smart Communities pledge, which comprises the following ten elements:

- 1) Build a climate-smart community.**
- 2) Inventory emissions, set goals, and plan for climate action.**
- 3) Decrease energy use.**
- 4) Shift to clean, renewable energy.**
- 5) Use climate-smart materials management.**
- 6) Implement climate-smart land use.**
- 7) Enhance community resilience to climate change.**
- 8) Support a green innovation economy.**
- 9) Inform and inspire the public.**
- 10) Engage in an evolving process of climate action.**

## **Expression of Interest**

### **County Infrastructure Grant Program for RFI Development**

**Sullivan County is soliciting expression of interest from potential partners to develop a project for submission of an application to the New York State County Infrastructure Grant Program (CIGP) for the purpose of creating new housing units. CIGP may fund up to 50% of the infrastructure costs associated with the development and construction of a minimum of 10 new housing units, with a maximum award of \$1 million available. CIGP funds have been made available by New York State and will be administered by Empire State Development.**

**Information about the CIGP is provided below. For additional information please reference the CIGP Program Guidelines.**

**Eligible Projects:**

- Small and moderate-scale priority infrastructure projects which directly or indirectly support the creation of housing.

**Eligible Uses of Funds:**

- Construction, expansion, and/or rehabilitation of municipal, utility, or other public property and/or ancillary infrastructure to support such developments;
- Extension or reconstruction of road, water, sewer, or utilities;
- Design or engineering costs related to construction (limited to 20% of total project cost);
- Acquisition of machinery and equipment related to infrastructure projects;
- Other capital uses as determined by Empire State Development (ESD) Grant Funding
- All projects that do directly support the creation of at least (10) ten new housing units, are eligible for an award up to \$1,000,000.
- Minimum 50% non-ESD match required

**Compliance Requirements**

Collaborating partners, contractors and/or subcontractors must agree to comply with all Federal, State and Local requirements and guidelines, particularly, but not limited to, those referenced in the NYS Empire State Development *County Infrastructure Grant Program Guidelines*, submitted Grant Proposal, and any forthcoming Contracts, Award Agreements, or Grant Disbursement Agreements relative to this project.

**Third-Party Proposals will be reviewed based on:**

- ✓ Capacity to manage the project and related administration of the grant, thorough planning and budget preparation.
- ✓ Alignment with local Regional Economic Development goals and development priorities.
- ✓ Ability to demonstrate leveraged funding sources, including a 50 % cost share.
- ✓ Project readiness, including project location and evidence of site control, schedule of milestones and financial information. All projects must be ready to commence within one year of an ESD award.
- ✓ Project focus: construction, expansion, and/or rehabilitation of municipal, utility, or other public property or ancillary infrastructure to support development, which may include capital equipment; maintenance; repair; extension of roads, water and sewer access; and utility access.

## **Local Regional Economic Development Goals and Development Priorities**

2023 Mid-Hudson Regional Economic Council goals include:

1. Set a strong foundation for economic growth by investing in infrastructure, transportation, and housing.
2. Incentivize local planning and technical assistance to speed up review times, create shovel-ready development sites, and administer economic development funds.
3. Revitalize downtowns and community centers through adaptive reuse and packaged investments in the public realm that will further establish our walkable communities as economic engines for the region.
4. Attract new companies and support the growth of existing businesses in the Mid-Hudson region, with a special focus on priority sectors that are likely to stay, expand, and pay a living wage for the region.
5. Support the region's workforce by taking steps to attract and retain people, providing them with affordable access to education, training, and wraparound services, and by exposing them to regional workforce opportunities at an earlier age.
6. Preserve and create outdoor spaces that make the Mid-Hudson region an attractive place to live and visit. Recognize the imperative need to protect our natural resources from degradation, while also leveraging them for tourism, agriculture, and the development of sustainable businesses.

*The following industries have been identified as priorities for the Mid-Hudson region: Agriculture, Biotech and Life Sciences, Distribution, Film and TV Production, Green Energy and Technologies, Manufacturing, Research and Innovation, and Tourism.*

### **County Priorities**

- ✓ Affordability: Sullivan County has identified affordable housing as a priority, designating affordable housing as a County purpose in October 2024. Priority will be given to projects which demonstrate a level of affordability to Sullivan County's workforce. Affordable Housing is generally defined as housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities.
- ✓ Community Impact: Projects with proximity to main streets, major employers, economic centers, and which promote ease of access to employment and services will be given priority.
- ✓ Projects with a focus on seasonal housing and second homes will not be selected.

### **Submission of Expression of Interest**

Interested parties must complete the attached Community Collaborator Intake Form. Completed forms, along with all required documentation referenced in the form, must be submitted to the Director of the Department of Purchasing and Central Services at the Sullivan County Government Center, 100 North Street, Monticello, New York 12701, (845) 807-0515, [Purchasing@sullivanny.gov](mailto:Purchasing@sullivanny.gov), no later than 1:00pm on Friday February 21, 2025.



## GRANT FUNDING COMMUNITY COLLABORATOR ASSESSMENT

The Grant process requires a *significant* allocation of time and resources. Procurement and reporting processes involve exacting attention to detail and substantial administrative commitment. Sullivan County may consider collaborating with community partners who can confidently demonstrate project readiness, capacity to manage the administration of the grant, thorough planning and budget preparation, and alignment with County goals that will benefit local residents and businesses.

### Assessment:

Name and Title of Person Preparing this Assessment: \_\_\_\_\_

Preparer Phone Number: \_\_\_\_\_

Preparer Email Address: \_\_\_\_\_

### Organizational Information

Legal Name of Organization/Agency: \_\_\_\_\_

CEO or Director: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address (if different from Physical Address): \_\_\_\_\_

Website Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Year Established (Incorporation Date): \_\_\_\_\_

EIN Number (or Tax ID): \_\_\_\_\_

Do you have Articles of Incorporation on File?  Yes  No

Do you have By-Laws on File?  Yes  No

Please attach copies of the following:

- Brief History of your Organization/Agency (Narrative)
- Mission/Values Statement
- Description of Service Area/Target Population and Current Services/Program Provided

### Governance Information

Please attach copies of the following:

- Description or Diagram of Organizational Structure/Chart
- List of Board of Directors (affiliations and contact info)
- Copy of Strategic Plan/Business Plan, if applicable
- Executive Director/CEO Bio

### Tax Documentation

Is your organization tax exempt?  Yes  No

- o If yes, please include a copy of your tax exemption letter.

Do you have an IRS Form 990 on file?  Yes  No

Can you provide a W-9, upon request?  Yes  No

### Technical Requirements Needed to Apply for Federal/State Grants

Has your organization registered to obtain a UEI (Unique Entity Identifier or SAM, formerly DUNS number)?

Yes  No

If yes, indicate UEI number here: \_\_\_\_\_

Has your organization completed SAM Registration?  Yes  No

Is your organization registered in Grants.gov?  Yes  No    NYS Grants Gateway?  Yes  No

### Financial Information

Are the following financial documents prepared and available upon request?

Annual Operating Budget	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Year-End Financial Statements	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Audit, if applicable	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sources of Funding	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Annual Report	<input type="checkbox"/> Yes	<input type="checkbox"/> No

### Proposal Information

Please attach a thorough description of your Proposal. Please include the following information:

- ✓ Program/Project Description
- ✓ Target Population
- ✓ Staffing Structure/Organizational Chart
- ✓ Year Established
- ✓ Measurable Outcomes (number served, current outcomes)
- ✓ Success Story Narratives/Newspaper Articles/Media, if applicable

Please attach a preliminary **Project Budget for your Proposal**, including copies of any **cost estimates** received, and notation in regard to which contractors/vendors are **MWBEs or SDVOBs**.

- A Project Budget is included with this application.
- Copies of all cost estimates are included with this application.
- Indication of MWBE and/or SDVOB inclusion is noted, where applicable.

**Capacity:**

Do you currently partner with any other organizations/agencies for this project?  Yes  No

If yes, please list them here:

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If partners will be involved in the proposal, will you be able to provide letters of support/MOAs from these partners for the project?

Yes  No  Unknown

Has your agency identified a Point of Contact for the administration of the grant, if funded?  Yes  No

If yes, has this person administered grants before?  Yes  No

How many hours per week can this individual dedicate to grant-related work? \_\_\_\_\_

Has your agency ever applied for grants before?  Yes  No

What was the outcome?

- We applied, but were denied funding.
- We received funding and successfully administrated the grant funding.
- We received grant funding, but were not able to successfully administer the funding and the funding agency withdrew funding.

Is the governing board of your organization/agency aware of an interest in pursuing grant funding?  Yes  No

*(NOTE: If a proposal is being presented on behalf of a municipality or government agency, an authorizing resolution may be required.)*

Upon request, will be you able to provide documentation in regard to all current staff? (Including number of FT/PT Staff, Bios, Qualifications, Professional Licenses, and Resumes).  Yes  No

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Signature of Preparer: \_\_\_\_\_

Signature of CEO/Director: \_\_\_\_\_

# Empire State Development

## County Infrastructure Grant Program



**State of New York**  
Governor Kathy Hochul

**Empire State Development**  
President and CEO Hope Knight

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## I. Overview

The FY2025 New York State Budget includes \$50M for a new *County Infrastructure Grant Program* (the Program). The Program supports county-led infrastructure projects across the State, with enhanced awards for projects supporting the creation of housing.

The Program intentionally focuses on smaller-scale infrastructure projects which may lack standalone funding sources, but nevertheless are priority capital projects for counties. The Program is designed to invest in projects that: contribute to placemaking, support the creation of housing, and encourage visitation and tourism.

## II. Eligible Applicants

Counties located in New York State, excluding the counties of Kings, Queens, Richmond, Bronx, and New York.

## III. Eligible Projects and Uses of Funds

Small and moderate-scale priority infrastructure projects identified by the county which directly or indirectly support economic development, contribute to placemaking, or encourage tourism.

- Eligible uses of funds include:
  - Construction, expansion, and/or rehabilitation of municipal, utility, or other public property and/or ancillary infrastructure to support such developments;
  - Extension or reconstruction of road, water, sewer, or utilities;
  - Design or engineering costs related to construction (limited to 20% of total project cost);
  - Acquisition of machinery and equipment related to infrastructure projects;
  - Placemaking and beautification project costs;
  - Site preparation, demolition, acquisition of real property related to the county-led infrastructure project; and
  - Other capital uses as determined by Empire State Development (ESD)

## IV. Ineligible Projects and/or Costs

- Any direct costs related to construction of buildings intended for private ownership;
- Routine maintenance and upkeep costs;
- The creation of revolving loan fund programs;
- Religious institution projects;
- Operating, marketing, or other non-capital costs;
- Wages for municipal employees;
- Costs incurred prior to the award of a Program grant; and,
- Other costs or expenditures deemed ineligible by ESD.

Applicants may contact their ESD Regional Office to discuss a potential project's eligibility and compliance with program parameters.

## V. Project Selection Criteria

Projects will be reviewed based on the following criteria:

- Alignment with the local Regional Economic Development Council (REDC) goals and development priorities;

- Amount of leveraged funding sources, including demonstration that at least 50 percent of non-Program funds are utilized;
- Demonstrated local government, elected official, and/or community support;
- Project readiness. All projects must be ready to commence within one year of award; and,
- Project focus. Eligible projects may focus on: construction, expansion, and/or rehabilitation of municipal, utility, or other public property and/or ancillary infrastructure to support such developments, which may include related capital equipment, maintenance, repair, or extension of roads, water and sewer access, and utility access. All applicants must demonstrate how the proposed project directly or indirectly contributes to economic development, encourages tourism, and / or contributes to placemaking.

## **VI. Grant Amounts**

All projects that do not directly support the creation of at least 10 new housing units are eligible for an award up to \$500,000.

All projects that directly support the creation of at least 10 new housing units are eligible for an award up to \$1,000,000.

Only one application and one grant are permitted per county, each round. Any unspent funds will be redeployed in future rounds, at the discretion of ESD.

## **VII. Documentation Requirements**

The Program application must be submitted by the county's chief elected official. All applications must be complete, true, and accurate. Incomplete applications will not be considered. However, ESD, at its sole discretion, reserves the right to accept minor amendments and additions to applications.

The following documents must be included with the application:

- Project proposal;
- Letter of support from the chief executive and/or legislative resolution of the local municipality that maintains land use control over the proposed project site;
- Project budget and description of all associated funding sources;
- Third-party cost estimates; and,
- Letter of matching fund commitment(s).

The application will require information including, but not necessarily limited to, a concise project description, project location, evidence of site control, a schedule of measurable milestones, and financial information including: an organizational chart and list of owners, affiliates, related parties, and beneficiaries.

## **VIII. Scoring and Project Review / Evaluation / Funds Disbursement**

ESD will review all applications and will provide award notifications. Project expenses that are incurred prior to the date of the ESD award will not be eligible for reimbursement and could result in the project being deemed ineligible.

The ESD award notification will outline the terms and conditions of the award and will include a minority and women-owned business (MWBE) utilization goal for every award. The applicant will be required to submit to ESD an MWBE utilization plan, and ESD staff will work closely with awardees to provide guidance regarding ways to meet the MWBE goals.

ESD funds, in general, will be disbursed upon the completion of all construction and issuance of a Certificate of Occupancy (when applicable). All applicants are expected to secure adequate bridge financing, which can be reimbursed by ESD upon board approval. Following ESD board approval, the applicant will receive a Grant Disbursement Agreement outlining disbursement conditions.

## IX. Award Criteria Details

- If the implementation of a project fails to proceed as planned, and there is, in the exclusive judgment of ESD, doubt as to its viability, ESD reserves the right to cancel its funding commitment to such project. If granted, the award letter remains valid for two years from the date of acceptance. ESD reserves the right to require any additional information and/or documentation ESD deems necessary and terminate the project at any point if the applicant fails to provide such documentation in a timely manner.
- In accordance with State law, after approval by the ESD Directors, a public hearing will be required if the project involves the acquisition, construction, reconstruction, rehabilitation, alteration, or improvement of any property. ESD will schedule a public hearing in accordance with the New York State Urban Development Corporation Act ("UDC Act") and will take such further action as may be required by the UDC Act and other applicable law and regulations. The ESD Directors must reconsider the matter if any negative testimony is received at the public hearing. (Generally, this hearing occurs the month after the Directors' initial approval). Approval by the Public Authorities Control Board ("PACB"), New York State Comptroller ("OSC") and the New York State Attorney General ("AG") may then be required. Following approval by the ESD Directors and PACB, OSC and AG approval, if required, the documents for processing the grant award will be prepared by ESD.
- The State Smart Growth Public Infrastructure Policy Act of 2010 requires that public infrastructure projects approved, undertaken, supported or financed by a State Infrastructure Agency, which includes ESD, to the extent practicable, are consistent with relevant Smart Growth Criteria specified in the law. Projects that involve ESD approval of funding for public infrastructure (e.g., publicly-supported roads, bridges, streetscapes, other transportation systems, drinking water, sewers, drainage systems, and utilities) will require the completion of a Smart Growth Impact Statement prior to approval of funding.
- A \$250 non-refundable application fee will be required prior to application submission and documentation of this payment is required as a part of the application. A one percent (1%) non-reimbursable commitment fee based on the grant amount awarded will also be assessed to all awardees.
- Grant funds originally awarded to projects that have since been cancelled or terminated will be repurposed for economic development projects by ESD at its discretion.

**I.dutcher townofliberty.org**

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**From:** Siggy <sigalitwallace63@gmail.com>  
**Sent:** Monday, February 3, 2025 12:21 PM  
**To:** I.dutcher townofliberty.org

I reside at 1431 briscoe road swan lake I am against a 40 million dollar sewer upgrade 18 million dollars deal can go forward but not 40 million dollars

**From:** Kristin Krupp <k.krupp26@gmail.com>  
**Sent:** Monday, February 3, 2025 12:17 PM  
**To:** I.dutcher@townofliberty.org  
**Subject:** Swan Lake

Good afternoon,

I am a resident of Swan Lake, residing on Briscoe Rd.

How are you not able to justify an increase to 960,000 gpd? Since you cannot justify it, why are you pushing it through? I have read all the emails and I've been given all the information and it seems to me you are more committed to non residents. My family and I live here year round. We pay school and land taxes which are already outrageously high.

From what information that has been given to me, none of you making this decision even live in Swan Lake so how can you push through such a drastic proposal without being a resident or taking sincere consideration for the people who do live here.

Are you trying to push those of us out who won't be able to afford it after this new proposal is pushed through? That's what it seems like.

Would you be 100% on board if this was happening in your community that you live in? It seems awfully corrupt for the town to go ahead with something that so many of the residents are against or does the "out of district users" outweigh the current residents?

Thank You For Your Time,  
Kristin Krupp

**From:** Monica Roth <roth@rwjms.rutgers.edu>  
**Sent:** Monday, February 3, 2025 10:54 AM  
**To:** I.dutcher.townofliberty.org  
**Subject:** Swan Lake/Briscoe Rd proposal

I am writing in opposition to the Swan Lake/Briscoe Road proposed sewer improvement and bond to pay for it.

As an owner of property directly in Swan Lake (4845 State Rte 55, unit 5), I do not want to have Swan Lake residents be responsible for paying for a bond that is proposed to service “out-of-district” users. We should only be responsible for Swan Lake. Why are we being responsible for 30-years of increased taxes to pay the bond, when it doesn’t benefit us?

If the Town Board Members do not live in Swan Lake, they should excuse themselves from voting on this, as they will not be footing the bill. Our 1.15 square mile sewer district does not have enough buildable land to justify the 960,000 gpd build out.

In conclusion. I am opposed to the expansion. Service Swan Lake. Let the other areas service their own needs.

Respectfully,

Monica Roth

[roth@nyc.rr.com](mailto:roth@nyc.rr.com)

**From:** NANCY LEVINE <[swanlakeny@gmail.com](mailto:swanlakeny@gmail.com)>  
**Sent:** Monday, February 3, 2025 9:46 AM  
**To:** [l.dutcher@townofliberty.org](mailto:l.dutcher@townofliberty.org)  
**Subject:** Public comment: Swan Lake Sewer Plant.

Laurie, please send to the town board and include in public comment.  
Thank you

The math doesn't make sense:

DEC bedroom count is 110 gal per day. This is based on 2 people per bedroom and only includes water used inside the home and not anywhere else. (55 gal per person per day).

960,000 divided by 55 = 8,727 people

If you presume people are spending all their time in Swan Lake:  
people use 80 - 100 gal per day, on average. This includes everything

$960,000 \div 80 = 12,000$  people

$960,000 \div 100 = 9,600$  people

Split the number. Say 10,000.

It's an oversimplification but math doesn't lie.

Does Swan lake plan on being home to a minimum of 10,000 people? If not, you don't need a 960,000 gpd sewer plant.

Now here's another thing: Usual and customary estimates indicate only 80-90 percent of water used goes into the sewer plant. So if a person uses 100 gal/ day, 80 gal go to the sewer. Therefore, the number of people increases.

Can Swan Lake support 12,000 people? Even half this number is way too many for a tiny hamlet and such a small sewer district.

**From:** john wombacher <liferattle@hotmail.com>  
**Sent:** Sunday, February 2, 2025 7:07 PM  
**To:** l.dutcher@townofliberty.org  
**Subject:** Comment on proposed Swan Lake Sewer

To Whom It May Concern,

As a resident and taxpayer of Liberty for 24 years I object to the proposed sewer system in Swan Lake, it is too big, too expensive and unnecessarily large. New residents should be forced to shoulder a larger share of the tax burden if they are building in an area that does not have those services. This plan is much too costly and will make Swan Lake a less desirable area by forcing residents to pay even more than the current high taxes.

Additional points below,

signed,

John Wombacher

38 walnut mountain rd

liberty

The Town Board has not been able to justify an increase in capacity from 425,000 gallons per day (gpd) to 960,000 gpd.

The 1.15 square mile sewer district does not have enough buildable land to justify the 960,000 gpd build out.

The Town Board envisions having "out of district users" serviced by the increased capacity.

Once a bond is established, the residents of the Swan Lake/Briscoe Road sewer district are obligated to repay the bond for 30 years through increased taxes.

None of the Town Board members live in Swan Lake.

This drastic project is NOT government by the people, for the people. We need to make our voices count.

Please submit your comments to the Liberty Town Clerk: [l.dutcher@townofliberty.org](mailto:l.dutcher@townofliberty.org)

**From:** Mark Doviak <markdoviak@gmail.com>  
**Sent:** Sunday, February 2, 2025 3:27 PM  
**To:** I.dutcher townofliberty.org

I Nicholas Tutuni of 1450 Briscoe Rd, Swan Lake, NY 12783 only was just notified of this unjustified sewer improvement project. Of course this is another way of this community being subject of having taxes raised while in turn you are the people letting more and more tax exemption people takeover our County. I Strongly Object to this proposal. As stated on this day February 2, 2025 Nicholas Tutuni  
[homesbynicholastutoni@gmail.com](mailto:homesbynicholastutoni@gmail.com)

**From:** campione72@aol.com  
**Sent:** Sunday, February 2, 2025 10:16 AM  
**To:** I.dutcher townofliberty.org  
**Subject:** WHY?

- The Liberty Town Board is pushing through a \$40 million sewer project that residents of Swan Lake don't want, don't need and can't afford. Our taxes will go through the roof to pay for it. None of the Town Board live here and they won't be affected, but we will pay the price for the next 30 years.

WHY?

- No-one has explained why the capacity of the sewer plant is being more than doubled. There isn't enough buildable land in the sewer district to utilize such a massive increase in capacity, so it must be intended for new developments outside, but why should we pay for their sewer costs? We want a smaller, cheaper project that meets OUR needs.

WHY?

- At the last Town Board meeting, every Board member said publicly that the tax increases involved in the project were not fair or affordable for residents and risk driving us from our homes, yet they are still moving ahead. Why? Until this project and its costs and tax increases are downsized there should be no vote on a \$40 million bond because a bond obliges taxpayers to repay it.

WHY?

- If the Town Board is serious about protecting residents, they should issue a formal, written commitment that under no circumstances will the project be allowed to proceed unless the amount to be repaid by taxpayers is less than \$12 million.

WHY is this being done? This not NYC this is upstate ny town with little to no money, but you are trying to do NYC projects WHY is it not put to a vote from the people that live where this to affect to see if it is what they want and need? Please add to comments at meeting,

**I.dutcher townofliberty.org**

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**From:** HARRIET DORFMAN <hjtd@aol.com>  
**Sent:** Monday, February 3, 2025 12:28 PM  
**To:** I.dutcher townofliberty.org  
**Subject:** Swan lake sewer plan

I was at the meeting last Thursday which I learned a lot of stuff about a lot of stuff (being kind).

The bandaid alternatives to alleviate some problems for the DEC seemed reasonable and cost effective.

As for a \$40M new sewer plant, we are vehemently against that amount of money being spent. We realize you are probably thinking toward future development in this plan. The Swan Lake community as it is now deserves to be upgraded but to spend \$40 with future developments in mind just ruins our rural landscape. Let new developers make their own adjustments as needed or contribute now because obviously there are plans in the works.

Current residents of the Town should not be burdened by developers coming in.

Respectfully,

Harriet and Jerry Dorfman  
Parksville

Sent from my iPhone

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## Swan Lake/Briscoe Road Improvement - Proposed Sewer Capacity Increase

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From Fabf0ur <fabf0ur@aol.com>  
Date Sun 2/2/2025 3:29 PM  
To l.dutcher townofliberty.org <l.dutcher@townofliberty.org>

Swan Lake, February 2, 2025

To:  
Laurie Dutcher,  
Town Clerk

My name is Luis Rodriguez and I am the owner of the property located at 1441 Briscoe Road, Swan Lake, NY.

The purpose of this note is to respectfully express my disagreement with the plan to increase sewer capacity from 425,000 GPD to 960,000 GPD in the Swan Lake/Briscoe Road sewer district at a proposed cost of \$40 million.

Such measure will unfairly tax the district's residents for the benefit of "out of district users" and summer only dwellers who for the most part are already enjoying significant tax exemptions compared to non-religious and permanent residents of the district.

Respectfully,

Luis Rodriguez

**From:** conhr3@aol.com  
**Sent:** Monday, February 3, 2025 2:44 PM  
**To:** I.dutcher townofliberty.org  
**Cc:** HARRY CONNAL; Claudia Aristy  
**Subject:** My Objection To The \$40 Million Swan Lake/Briscoe Road Over Budget Proposal.

My name is Harry J. Connal, and reside at 5009 State Route 55 in Ferndale N.Y.

I strongly **oppose** to this \$40 million dollar proposal and insist that we stay with the original \$18 million dollar plan that we agreed upon and might not even afford.

As far as I am concerned, we have not been told how much our taxes will be increased by the original proposed plan.

Since I was made aware of this new proposal and **not** by our Town of Liberty, I have attended as many of the meetings I could attend, and until two days ago I was made aware of the dateline for submittal for our comments on this matter, and again **not** by our Town of Liberty. I have been sick for the last week and lately under care for RSV. Yesterday, even though I wasn't feeling good, I made it my mission to reach out to our neighbors and was amazed to learn that all five that opened their door were not even aware of the proposal or today's date line on it. I could not go any further because of my condition and headed back home, all the way thinking, how is it that the people who are responsible to pay for this proposal are not made aware by our Town of Liberty.

Since I only moved here about 12 years ago and because of the ongoing issues I have with my sewer charges, I have spoken to many persons about our problems, and I'll name a few:

1- The diameter of the main sewer pipe running down Route 55 is inadequate to handle our current waste with all its problems now. When we have no other choice but to replace it, who is going to get stuck paying for it.

2- We have ground water leaking into the pipes now, and it is over taxing them.

3- We also allowed for large conglomerations of buildings and houses that are changing the image of our country setting; I would think that since we knew about the handicap with our sewer system, we would have required them to install some kind of localized strainer and treatment for their tremendous sewer discharge in the summer.

4- I was also made aware that there are small areas or towns that are using our sewer treatment plant and are not fully paying their corresponding dues.

Thank you for receiving and entering this correspondence to your files.

Best regards,

Harry J. Connal

**From:** BeaverWood Farm <beaverwoodfarm@gmail.com>  
**Sent:** Monday, February 3, 2025 2:37 PM  
**To:** I.dutcher@townofliberty.org  
**Subject:** proposed Swan Lake/Briscoe Road "improvement"

Dear Town Board of Liberty,

My name is Marilyn Wood, and I am a resident of Swan Lake, where I have lived for over 24 years. I am writing once again regarding the proposed sewer plant project on Swan Lake/Briscoe Rd, which will have a significant impact on our community.

I have previously addressed this matter, and I still do not feel the Town Board has provided adequate justification for increasing the sewer plant capacity to 960,000 gallons per day (gpd). Years ago, we collectively agreed to a 686,000 gpd expansion at a cost of \$18 million, a decision on which the Board *failed to act*. The proposed 960,000 gpd capacity far exceeds our community's needs, even accounting for approved and potential future developments.

According to the River Reporter (January 13, 2021):

"Delaware Engineering estimated the current usage at 365,000 gallons per day (GPD). Approved (but not yet built) development would add 103,000 GPD. Additional 'likely development' (based on builder intel) would add 186,000 GPD. This has not been approved by the planning board."

This brings the total usage to 654,000 gpd—far below the 960,000 gpd threshold. Can you please clarify why an expansion of this size is still being considered? Have these figures changed so drastically since previous estimates?

Delaware Engineering's argument that more development will lead to more ratepayers, thus sharing the cost burden, overlooks the broader financial impact on our community. New developments will undoubtedly have residents face additional taxes and/or fees to support increased demand for services and infrastructure.

I also urge the Board not to consider selling excess capacity to "out of district" users at the expense of current residents. This would be unacceptable. Our small community should not bear the financial burden for services that benefit external parties.

Additionally, I believe there has been a lack of transparency. Many residents remain unaware of this significant proposal. The Board has a responsibility to inform *\*every affected household\*\** about the potential tax increase through official correspondence. Why has there been no official outreach to the households that will be most impacted by this project?

I moved here for a better quality of life and affordable living, this project feels like a betrayal. We agreed to a bond of \$18 million for a 30-year period, and we should be held to that agreement.

Sincerely,

Marilyn Wood  
BeaverWood Farm  
12 Topaz Ln.  
Swan Lake, NY 12783  
(845) 701-2572

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## Swan Lake Sewer Project

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**From** c herring <ctherring11@gmail.com>

**Date** Mon 2/3/2025 3:57 PM

**To** l.dutcher townofliberty.org <l.dutcher@townofliberty.org>

At a time when the majority of residents in the Swan Lake Sewer District oppose the proposed Swan Lake sewer project, I do not understand why our Town Board is not listening. Our perhaps they are listening but choose to simply ignore their constituents.

Our Town Board has been unable to justify an increase of more than double the capacity of 425,000 gallons per day (gpd). They favor the prospect of "out of district" users instead of present-day concerns. From my observations, local residents are not in favor and have expressed our concerns loudly and clearly.

Does the sewer district even have enough buildable land to justify the oversized 960,000gpd plant?

The prospect of a 30-year Bond repayment by Swan Lake residents is frightening. Our taxes are increasing as it is and this added burden is unbearable. It is interesting to note that not one member of the Town Board will be affected by the repayment burden.

In conclusion, our Town Board wants us to swallow a project that is Out Sized, Out Priced, Out taxed, and does not represent the will of the people

Cynthia Herring  
Briscoe Road  
Swan Lake

**From:** Roothland Medina <roothlandmedina@gmail.com>  
**Sent:** Monday, February 3, 2025 6:36 PM  
**To:** I.dutcher townofliberty.org  
**Subject:** Public comment to be added

Hello,

Can you please add the following to the public comment for the next meeting that has to deal with the water/sewage project in Swan Lake?

My name is Roothland Medina. I am a resident of Swan Lake. I have been to two town meetings in hopes of understanding the reason the town is deciding to vote for a plan to increase the gpd of water from 425,000 gallons to 960,000 gallons in my neighborhood. At the meetings I attended, there was no reason provided for this increase. Instead the town decided to provide answers that didn't explain anything or give a good cause.

The only good reason why such an increase should be happening is if we have double the amount of people now residing in the 1.15 square mile full time. I have not seen the population increase in any of the reports given by the town. It is nearly impossible to build that much more on to that small stretch of land.

If out of district users is what is being accounted for, it should be the out of district users that should be footing the bill, not the locals who have been here and are not causing this issue as the town calls it. Without the "out of district" people, the current system would be more than sufficient to continue running the necessary operations. Meaning, there would be no need for this project, nor this unjust expenditure.

Taxes here in Swan Lake are already way too high compared to other areas around the county and we choose to make it that much more uninhabitable with unnecessary changes? It is irresponsible and unethical of the officials elected to continue to press something of this magnitude. It's one thing if the town of Swan Lake actually needed this, then you would have my total vote. But this is not necessary.

From someone who was raised locally, lives & works locally and hopes to continue to live locally, you do not have my vote to carry on with this project. These projects are supposed to benefit the residents of the town and it does not. My son was just born and I don't want him to inherit this unwise and unnecessary expense. That's 30 years of being financially chained to the residents. These chains are so long that I fear that it will affect my son who I hope will take over my home and choose to live here and contribute, as many of our residents already have. I want to tell him that this town chose to do right by its residents and stopped a project which at the moment is not necessary.

I appreciate being heard, but most importantly I hope that those in power to make decisions will do more than just listen, that they will actually understand that this project is not currently necessary, nor is it a burden that we should be passing on to our future residents. I implore you to vote "no" on this proposal.

Respectfully,  
Roothland Medina

**From:** Michele Kearney <michele.kearney68@gmail.com>  
**Sent:** Monday, February 3, 2025 6:11 PM  
**To:** I.dutcher@townofliberty.org  
**Subject:** Swan Lake sewer increase

We live on Swan Lake/ Bristol Rd, and Donald Bonds and I Michele Kearney do not agree with the increase.

Thank you,  
Michele Kearney,  
Donald Bonds

**From:** jessica lansdale <lansdalejm@gmail.com>  
**Sent:** Monday, February 3, 2025 5:18 PM  
**To:** I.dutcher townofliberty.org  
**Subject:** Swan Lake / Briscoe Road Sewer Expansion

To the Liberty Town Clerk,

The increase in sewer capacity at the cost of 40 million has not been justified by the Town of Liberty. Residents of the sewer district will be repaying the bond on this, and yet the buildable land does not warrant such a large increase in capacity. It is very concerning that this effort is underway given all the problems the lower Catskills area has had with maintaining sewage systems that are safe for the environment. I urge the ToL to pause and take a hard look at this effort and its ramifications. Thank you.

--  
Jessica Lansdale  
President  
The Lake Communities Alliance of Rock Hill, NY

**From:** Stacey Rodkin <staceyzrodkin@gmail.com>  
**Sent:** Monday, February 3, 2025 4:47 PM  
**To:** I.dutcher townofliberty.org; nancylevine5553@icloud.com; Monica Roth  
**Subject:** Proposal

Good afternoon. I have been a lifelong summer resident and property owner in Swan Lake. I am strongly against the proposed sewer "improvement". The improvement will take more property than is currently available. It will service out of district users who will not share in the cost and It will only increase our already exorbitant property taxes. I oppose any additional development in Swan Lake this will certainly benefit. Please vote against this proposal. Thank you.

--  
Stacey Z. Rodkin, JD, CMC  
New Heights Care Management  
Ph: (646) 339-1365  
Fax #: 914-462-3908

The residents of Swan Lake - whether lifelong residents, newcomers or second homeowners - have put a tremendous amount of time, effort and money into enhancing and maintaining the beauty of Swan Lake. That includes the Catskill Clean Water Fund to eradicate invasive chestnut weed, parks and gardens through Swan Lake Renaissance and Beautify Swan Lake, the museum, Borscht Belt plaque and community activities through the Fire Department and Ladies Auxiliary.

All this is to say that we are not averse to improvements that are sensible and fiscally responsible. The proposed Swan Lake WasteWater Treatment Plant Upgrade is neither. It is oversized, overpriced and unaffordable.

Needed improvements have been discussed for years. I don't understand why the Town of Liberty has been negligent in performing their due diligence when it comes to maintaining minimum standards of infrastructure on a regular basis.

In the Delaware Engineering reports there is a list of reasons why a \$40 million dollar upgrade is warranted. Quote: "The plant continues to experience compliance issues with various parameters at certain times of the year. These non-compliance issues are typically related to floatables/rage in the incoming sewage which binds pumps and impact the performance of other processes..." (page 2 of December 11, 2024 revised report by Delaware Engineering).

According to the Delaware Engineering Report Anticipated Project Schedule, Construction Completion is estimated to be September 2027.

If the projected buildup of a \$40 million dollar upgrade takes two years, what contingency plans have been made to be in compliance between now and 2025 and 2027?

This is just one of the many unanswered questions that have plagued this project since it was first announced in April of 2020.

The other big question is how the project will be funded. Whether it is by loans, bonds or grants, it is ultimately the Swan Lake residents that are left with a hefty price tag for a project that is supposed to cover 1.15 square miles...The \$40 million dollar mile.

*Cora Edwards  
1495 Briscoe Rd  
Swan Lake NY 12783  
(845) 701-0462*

*January 22, 2025*

January 22, 2025

To Supervisor DeMayo and the members of the Liberty town board:

I am not in favor of the \$40 million upgrade to the Swan Lake sewage treatment plan. It is more than unfortunate that the board dragged its feet on the \$18 million plan from a few years ago such that now local residents may have to pay more than twice as much. The new plan includes a 30% increase in capacity over the original plan and only a small fraction of that increase, if any, is to fulfill the current need. This means that with this \$40 million proposal, current residents are paying a very high price for future developers' sewage treatment. What are you doing now and what will you do in the future to ensure that developers will pay an equitable fee up front to hook into the system?

The town supervisor has stated in previous meetings that the board wants to increase residential development in order to increase the tax base. The cost of Community Services Study for Sullivan County documents (<https://webapps.sullivanny.us/sites/default/files/departments/DPEM/Resources/CostofCommunityServicesStudy.pdf>, page 5) that services for residential developments in the Town of Liberty cost the town \$1.32 for every \$1.00 collected in taxes, while commercial, agricultural and open space properties cost the town less than \$0.50 for every \$1 collected. So adding more residential development not only reduces our rural character to a suburban one, but requires even more services we can't afford, such as this sewage treatment plant.

The board must also come up with a new formula for charging for sewage use, regardless of whether the Town proceeds with this new project. It cannot be based on land-road footage which penalizes single family homes compared to off road multiple dwelling developments. It must be based on the best estimate of how many residents will be producing the sewage in any one dwelling in order to be at all equitable. The board needs to work out a new fee structure before they move ahead with any bond for the project. You must assure us, the taxpayers whom you serve, that you are equitable in assigning costs to all residents now and in the future that you are envisioning for this town.

Sincerely,  
Elizabeth Greig

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## Swan Lake Sewer District Bond Vote

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From Erin Smith <erinsmith86@gmail.com>

Date Wed 1/22/2025 6:24 PM

To l.dutcher townofliberty.org <l.dutcher@townofliberty.org>

Good Evening Laurie,

Please include my email for public comment if possible.

Dear Board Members,

The proposed \$40 million bond is yet another attempt to impose an unsustainable financial burden on the Swan Lake community. It is both irresponsible and unethical to move forward with this measure when the original \$18 million proposal—approved under different terms—was never executed.

Swan Lake Sewer District users cannot shoulder the cost of this project as currently structured, especially when nearly 50% of the projected GPD is based on speculative or unrealized contributions from in- and out-of-district users. While no infrastructure project comes with absolute guarantees, this approach represents an unacceptable gamble—one that places our community's financial stability at risk.

I urge the Board to reject this measure tonight.

Thank you,

Erin Smith

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## Fwd: Public Comments - \$40 million Swan Lake Sewer Improvements

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From Cora Anne Edwards <[cora.edwards.libertyny@gmail.com](mailto:cora.edwards.libertyny@gmail.com)>

Date Wed 1/22/2025 5:43 PM

To l.dutcher townofliberty.org <[l.dutcher@townofliberty.org](mailto:l.dutcher@townofliberty.org)>

----- Forwarded message -----

From: **Cora Anne Edwards** <[cora.edwards.libertyny@gmail.com](mailto:cora.edwards.libertyny@gmail.com)>

Date: Wed, Jan 22, 2025 at 5:05 PM

Subject: Public Comments - \$40 million Swan Lake Sewer Improvements

To: Cora Anne Edwards <[cora.edwards.Libertyny@gmail.com](mailto:cora.edwards.Libertyny@gmail.com)>

The residents of Swan Lake - whether lifelong residents, new comers or second homeowners - have put in a tremendous amount of time, effort and money into enhancing and maintaining the beauty of Swan Lake. That includes the Catskill Clean Water Fund to eradicate invasive chestnut weed, parks and gardens through Swan Lake Renaissance and Beautify Swan Lake, the museum, Borscht Belt plaque and community activities through the Fire Company and Ladies Auxiliary.

All this is to say that we are not averse to improvements that are sensible and fiscally responsible.

The proposed Swan Lake WasteWater Treatment Plant Upgrade is neither. It is oversized, overpriced and unaffordable.

Needed improvements have been discussed for years.

I don't understand why the Town of Liberty has been negligent in performing their due diligence when it comes to maintaining minimum standards of infrastructure on a regular basis.

In the Delaware Engineering reports, there is a list of reasons why a \$40 million dollar upgrade is warranted.

Quote: "The plant continues to experience compliance issues with various parameters at certain times of the year. These non-compliance issues are typically related to floatables/rags in the incoming sewage which binds pumps and impact the performance of other processes..." (page 2 of December 11, 2024 revised report by Delaware Engineering).

According to the Delaware Engineering Report : Anticipated Project Schedule, Construction Completion is estimated to be September 2027.

If the projected buildout of a \$40 million dollar upgrade takes two years, what contingency plans have been made to be in compliance between now in 2025 through 2027?

This is just one of the many unanswered questions that have plagued this project since it was first announced in April of 2020 (Revised July 29, 2020 etc.)

miles...The \$40 million dollar mile.

Cora Edwards  
1495 Briscoe Road  
Swan Lake NY 12783  
(845) 701-0462

**From:** Marc Wietschner <mewmd@yahoo.com>  
**Sent:** Tuesday, January 21, 2025 9:47 PM  
**To:** l.dutcher@townofliberty.org <l.dutcher@townofliberty.org>  
**Subject:** Liberty sewer project opposition

Ms. Dutcher,

I am a homeowner in Swan lake and will be unable to attend the public hearing scheduled for January 22.

Please enter this letter as a comment for the Public Hearing scheduled January 22.

Three years ago, the Town Board agreed to the expansion of the sewer plant to 686,000 gallons per day with an estimated cost of \$18,000,000. From what I understand, this was a reasonable upgrade goal and cost but the project was not initiated. Now the project scope has changed to 1 million gallons per day and will cost \$40,000,000. Nothing has changed since then (apart from inflation associated construction costs) so the Board should honor the prior agreement and maintain it as is. Expanding this project will add unnecessary financial tax obligations to local residents and will encourage overdevelopment by out of town developers.

Please record that I am not in favor of this new project and request that you maintain the project as previously agreed.

Thank You

Marc E Wietschner, MD

**From:** Charles Petersen <cpetersendesign@gmail.com>  
**Sent:** Tuesday, January 21, 2025 3:58 PM  
**To:** l.dutcher townofliberty.org <l.dutcher@townofliberty.org>  
**Subject:** Public Hearing January 22nd 2025

To: Laurie Dutcher, Liberty Town Clerk

I am a home owner and resident of Swan Lake and have been for several years. I have recently learned of a proposed major tax increase in connection with a proposed expansion of a sewer plant. I also understand that at least a portion of this needed upgrade is due to recent and proposed private home and private community construction and expansion. These developers and their investors need to take on the majority of these costs regardless of their tax status.

Many of us are now retired and live on fixed incomes. This would create a major tax hardship for residents like myself and I urge the Board NOT to proceed with this life destroying tax increase by approving this proposed 40M bond; a huge increase from the earlier approved amount.

I ask that you enter my correspondence as a comment for the upcoming Public Hearing on Jan. 22, 2025 as I will be unable to attend.

Thank you,

Charles Petersen  
23 Redwood Ln.  
Swan Lake, NY. 12783

*Nancy Levine*



January 22, 2025

To the Liberty Town Board,

Please include the following in comments for the public hearing.

It's rather unfortunate that this hearing is taking place when so many residents are out of the area for winter.

There has been no response to the questions that I emailed to the board on 1/7/25 regarding this issue. Again I ask;

- **Why was nothing done in the last three years on the plant that both residents and the board agreed to several years ago?** Is it because the 960,000,000 GPD plant is what the supervisor has wanted from the beginning? The approximately 370 users of our district do not need a plant this size. It is oversized and overpriced.
- **Was the infiltration study ever completed?** Apparently there is a tremendous amount of water going through the system. How can you move forward without knowing what this number is?
- If you do not have an actual cost until bids are received, **how do you know what a plant that processes 686,000 GPD costs compared to a plant that processes 960,000 GPD?**

**We have been told several times that the plant is not to include outside users.** Considering the drought, overdevelopment in other communities, and the fact that the county has not completed their water study, **is this still the case?** It seems odd that the Town is increasing the capacity of the plant from 686,000 gallons per day, the formerly planned capacity, to almost 1 million gallons per day when there has been no increase in users. **If not for outside users, what is the premise of this increase?**

**After listening via zoom to the January 6 town board meeting, I heard five board members state that the residents could not afford a \$40,000,000 plant. If that's what the board believes, why are you moving forward with a plant this size?** It was also stated that there is an "off ramp" if the bids come in too high. **EXACTLY WHERE IS THIS OFF RAMP TAKING US? Is there a contingency plan?** If not, this should be a topic of immediate urgency on your agenda. The people paying the bills need to know.

I would appreciate an answer to all these very pertinent and important questions. Thank you.

*Nancy Levine*

**From:** Daniel Gatlin <birch411@gmail.com>

**Sent:** Monday, January 20, 2025 5:20 AM

**To:** l.dutcher townofliberty.org <l.dutcher@townofliberty.org>

**Subject:** Public Hearing 1/22/25

To: Laurie Dutcher,  
Liberty Town Clerk

I have been a home owner and resident of Swan Lake for several years and have recently learned of a proposed major tax increase in connection with a proposed expansion of a sewer plant.

This will create a major tax hardship for fixed income residents like myself and I urge the Board NOT to proceed with this life destroying tax increase by approving this proposed 40B bond; a huge increase from the earlier approved amount.

I ask that you enter my correspondence as a comment for the upcoming Public Hearing on Jan. 22, 2025 as I will be unable to attend.

Thank you,

Daniel Gatlin  
23 Redwood Ln.  
Swan Lake, NY. 12783

**From:** BeaverWood Farm <beaverwoodfarm@gmail.com>  
**Sent:** Sunday, January 19, 2025 11:26 PM  
**To:** l.dutcher townofliberty.org <l.dutcher@townofliberty.org>  
**Subject:** letter to the board for 1/22/25

My name is Marilyn Wood and I am a resident of Swan Lake.

Today, I'd like to address a critical issue facing our community: the proposed \$40 million sewer project that most of our residents simply cannot afford.

Our current wastewater and water capital unit system, based on road frontage, is fundamentally flawed. It fails to accurately reflect usage, ignores property variations, and unfairly burdens those with larger road frontages. Instead, we should adopt the widely accepted Equivalent Residential Units (ERUs) or Single-Family Equivalents (SFEs) approach, which more equitably distributes costs based on actual usage patterns.

Let's also address the elephant in the room: Plant Capacity. We previously agreed to a 686,000 GPD plant. This new proposal is excessive and unnecessary. By reverting to our original agreement, we could potentially save significant funds – money that could remain in our pockets or serve other community needs.

Furthermore, we need a more equitable approach to growth-related costs through impact fees – one-time charges for new or increased service requests. ***Why should current residents shoulder the burden of future growth?*** These fees, incorporating both reimbursement and improvement components, ensure new customers pay their fair share and prevent existing residents from subsidizing expansion. ***We should implement a policy to collect these fees from developers when new building permits are issued.***

I urge the board to reconsider this plan. Let's return to a reasonable capacity, implement a fair rate structure, and ensure Swan Lake remains the vibrant, affordable community we all cherish.

Thank you.

**From:** claire mencke <cmencke@yahoo.com>

**Sent:** Sunday, January 19, 2025 7:49 AM

**To:** l.dutcher townofliberty.org <l.dutcher@townofliberty.org>

**Subject:** For INCLUSION IN PUBLIC COMMENTS: January 22, 2025, 6:45 pm, Public Hearing Swan Lake/ Briscoe Road Consolidated Sewer District Improvements Cost:\$40,000.000.

Dear Ms. Dutcher:

Please include the following in public comments for this public hearing:

As a 35-year resident and limited-income senior citizen of the Indian Lake community, please consider the following effects on us of this proposed action.

- The Liberty Town Board is pushing through a \$40 million sewer project that residents of Swan Lake don't want, don't need and can't afford. Our taxes will go through the roof to pay for it. None of the Town Board live here and they won't be affected, but we will pay the price for the next 30 years.
- No-one has explained why the capacity of the sewer plant is being more than doubled. There isn't enough buildable land in the sewer district to utilize such a massive increase in capacity, so it must be intended for new developments outside, but why should we pay for their sewer costs? If anything, we need a smaller, cheaper project that meets OUR needs.
- At the last Town Board meeting, every Board member said publicly that the tax increases involved in the project were not fair or affordable for residents and risk driving us from our homes, yet they are still moving ahead. Why? Until this project and its costs and tax increases are downsized there should be no vote on a \$40 million bond because a bond obliges taxpayers to repay it. **We are still paying for a previous bond issue that was passed for the last extension decades ago.**

Personally, it appears to me that

PEOPLE LIKE MYSELF AFFECTED BY PROJECTS SUCH AS THIS AND IMMEDIATELY ENCROACHED UPON BY SUCH 'PUBLIC WORKS' NEVER RECEIVE ANY KIND OF PRIOR NOTICE--WITH THE EXCEPTION THAT WE SEE NEIGHBORING HOUSES THAT ARE SUDDENLY VACANT AND NOT 'FOR SALE'.

WE ARE TREATED LIKE GARBAGE AND ARE BEING EFFACED FROM THIS COMMUNITY .

WE WILL BE FORCED TO MOVE AT A TIME WHEN WE CANNOT AFFORD TO DO SO.

YOU THINK THAT IN DE-POPULATING THIS COMMUNITY, YOU WILL BE ABLE TO REPLACE US WITH HIGHER INCOME LEVEL RESIDENTS WHO CAN AFFORD THESE PROJECTS THAT ARE UNNECESSARY AND ILL ADVISED.

YOU ARE ONLY DELUDING YOURSELVES.

OTHER DISTRICTS HAVE TAKEN POLITICIANS AND MUNICIPALITIES TO COURT AND HAVE WON.

WE WILL DO LIKEWISE.

Claire Mencke

17 Apache Lane

Ferndale, NY 12734

**From:** deeeny@aol.com <deeeny@aol.com>

**Sent:** Saturday, January 18, 2025 4:22 PM

**To:** l.dutcher townofliberty.org <l.dutcher@townofliberty.org>

**Subject:** Public Hearing re: swan Lake Sewerage

Dear Laurie,

I would appreciate it if you could have this letter read at the public hearing January 21, 2025.

It seems to me every couple of years there is another bond for sewerage costing the taxpayers more and more. I wonder if someone can tell me why new developments or homes being built do not bare the brunt of these expenses? If the home owners and/or developers can't afford to pay for the entire project then why allow it to continue.. Liberty, its hamlets and residents are poor as could be but yet the boards keep burdening these folks, Its not right, fair or decent.

Besides the above if the town must keep getting additional bonds for the same thing to me means they have not planned properly for the future.

We cannot afford yet another increase in taxes at this time. We are inundated

As public servants please do what is right for your constituents.

Sincerely

,Diane Nathanson

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**WHY?**

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From campione72@aol.com <campione72@aol.com>

Date Sun 2/2/2025 10:16 AM

To I.dutcher townofliberty.org <I.dutcher@townofliberty.org>

- The Liberty Town Board is pushing through a \$40 million sewer project that residents of Swan Lake don't want, don't need and can't afford. Our taxes will go through the roof to pay for it. None of the Town Board live here and they won't be affected, but we will pay the price for the next 30 years.

**WHY?**

- No-one has explained why the capacity of the sewer plant is being more than doubled. There isn't enough buildable land in the sewer district to utilize such a massive increase in capacity, so it must be intended for new developments outside, but why should we pay for their sewer costs? We want a smaller, cheaper project that meets OUR needs.

**WHY?**

- At the last Town Board meeting, every Board member said publicly that the tax increases involved in the project were not fair or affordable for residents and risk driving us from our homes, yet they are still moving ahead. Why? Until this project and its costs and tax increases are downsized there should be no vote on a \$40 million bond because a bond obliges taxpayers to repay it.

**WHY?**

- If the Town Board is serious about protecting residents, they should issue a formal, written commitment that under no circumstances will the project be allowed to proceed unless the amount to be repaid by taxpayers is less than \$12 million.

WHY is this being done? This not NYC this is upstate ny town with little to no money, but you are trying to do NYC projects WHY is it not put to a vote from the people that live where this to affect to see if it is what they want and need? Please add to comments at meeting,

Dear Town Board of Liberty,

Now that you have approved the .960 GPD Swan Lake wastewater treatment plant, we need to change the way residents are charged. Using road frontage as a way to determine capital units is unfair.

Many lawsuits revolve around disputes over the financial responsibility of growth-related costs, also known as system development charges, connection fees, and plant investment fees.

#### - Fair Methods for Determining Capital Units

- Equivalent Residential Units (ERUs): This method standardizes the customer base by equating a customer's demands to those of a typical single-family home.
- Usage-Based Assessments: Fees can be based on actual water consumption or wastewater generation, which more accurately reflects the impact on the system.
- Peak Flow Considerations: For communities with significant seasonal variations, like resort towns, basing fees on peak flow requirements can be more equitable.
- Independent Expert Analysis: Engaging independent experts to evaluate fee structures and assess the fairness of assessments can enhance the legitimacy of the chosen method.
- Growth-Related Improvement Fees: These ensure that new developments pay their fair share of capital costs without burdening existing customers.

By implementing a combination of these methods, utilities can create a more equitable system for assigning sewer capital units that reflects both fixed costs and actual usage patterns, rather than relying solely on road frontage.

I also strongly suggest using Impact fees.

#### -Impact Fee Terminology

- Buy-In Fee: A type of impact fee consisting of a reimbursement and a growth-related improvement fee component.

- One-Time Capital Charge: One-time capital charges are fees, such as impact fees, paid to utilities at the time a connection is made to the system. These are often referred to as impact fees, system development charges, connection fees, or plant investment fees. The important distinction between one-time capital charges and other fees is that one-time capital charges are levied to offset investments made, or prospectively required to be made, by the utility.
- Reimbursement Fee: A reimbursement fee is that portion of the impact fee that pays the utility for its past investments in the utility's assets. Essentially, it assesses a charge on new customers to buy into the system.
- Impact Fee: An impact fee is a one-time capital charge assessed on new connections that is used to finance a utility's capital needs. Impact fees can have different meanings. For example, in some locations, impact fees refer only to the reimbursement fee as described above. In other areas, impact fees refer to both an improvement fee and a reimbursement fee. In some cases the impact fee is an all-encompassing one-time capital charge that includes reimbursement fees and improvement fees.

Given that we are only in violation for 90 days during the summer months, I propose implementing a 'summer usage surcharge.' This would involve doubling/tripling the rates for all customers that go over a predetermined amount, based on consumption, during the summer period. This adjustment would apply to everyone equally, without discrimination, and would be in effect for three months each year.

Please reply with your thoughts.

Best,  
Marilyn Wood  
Resident of Swan Lake, NY  
[farmermarilynbwf@gmail.com](mailto:farmermarilynbwf@gmail.com)