

TOWN BOARD MONTHLY WORKSESSION AGENDA

PLACE: Senior Citizen Center, 119 North Main Street, Liberty, NY 12754

DATE: October 5, 2026

TIME: 10:00 AM

FRANK DEM AYO, SUPERVISOR
DEAN FARRAND, COUNCILMEMBER
VINCENT MCPHILLIPS, COUNCILMEMBER

LAURIE DUTCHER, TOWN CLERK
SHERRI KAVLESKI, COUNCILMEMBER
BRUCE DAVIDSON, COUNCILMEMBER

PLEDGE OF ALLEGIANCE

DEPARTMENT HEAD REPORTS

NEW BUSINESS

DISCUSSION

Safety plan and policies

- Osha / NYS log
- Incident accident reporting
- Safety training minimums

OpenGov

- Workflows
- Public payment options
- Complaint forms and logs

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OUR MISSION STATEMENT

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

TOWN OF LIBERTY
NEW YORK

A GREAT PLACE TO WORK, LIVE & PLAY

TOWN OF LIBERTY JUSTICE COURT

	August 2026	September				
V&T APPEARANCES	240	212				
CRIMINAL APPEARANCES	362	431				
ORDINANCE APPEARANCES	13	4				
CIVIL APPEARANCES	16	23				
TOTAL FINES COLLECTED	\$62,711.00	\$52,475.22				
TOTAL FINES TO TOWN	\$34,889.00	Not available				
TOTAL FINES TO VILLAGE	\$115.00	Not available				

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TOWN OF LIBERTY
N E W Y O R K
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Cheryl Gerow, Director of Finance
120 North Main Street
Liberty NY 12754

c.gerow@townofliberty.org

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

DATE: September 30, 2026
TO: Supervisor DeMayo and Town Board Members
FROM: Cheryl Gerow
RE: September Monthly Report

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

1. Met and discussed various IT issues with Fisch Solutions
2. Set up SafGard online for employees to purchase protective footwear
3. Provided information for three (3) FOIL requests that requested information back to 2022
4. Closed out 3rd quarter payroll and filed necessary reports with multiple agencies
5. Made adjustments to 2027 Tentative Budget
6. Confirmed number of sewer units and the changes for the 2027 Tentative Budget
7. Made updates in OpenGov for the Online Budget Book
8. Tested workflows in OpenGov
9. All other daily duties and responsibilities

Our Mission Statement

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municipal service that promotes the highest standard of life for our community.*

Account#	Account Description	Fee Description	Qty	Local Share	
A 2590	Highway Fees	Road Access Permit	3	450.00	
			Sub-Total:	\$450.00	
A1255	Conservation	Conservation	11	58.16	
	Marriage License	Marriage License Fee	9	157.50	
	TOWN CLERK	EZ Pass	7	175.00	
		Marriage Certificate	5	50.00	
		Notary Fees	30	60.00	
			Sub-Total:	\$500.66	
A2544	Dog Licensing	Female, Spayed	5	45.00	
		Female, Unspayed	4	50.00	
		Male, Neutered	4	36.00	
		Male, Unneutered	1	12.50	
	SENIOR	SENIOR	2	-10.00	
			Sub-Total:	\$133.50	
A2545	Dog	Redeemed Dog	1	75.00	
			Sub-Total:	\$75.00	
A3510.4	Dog	Reimbursement Of Expenses	1	25.00	
			Sub-Total:	\$25.00	
B2770	Building Fees	Building Permit	14	15,957.90	
		Fire Inspections	1	150.00	
		Municipal Search	6	600.00	
			Sub-Total:	\$16,707.90	
Total Local Shares Remitted:				\$17,892.06	
Amount paid to:	Ny State Dept. Of Health			202.50	
Amount paid to:	NYS Ag. & Markets for spay/neuter program			24.00	
Amount paid to:	NYS Environmental Conservation			995.84	
Total State, County & Local Revenues:		\$19,114.40	Total Non-Local Revenues:		\$1,222.34

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