



TOWN OF LIBERTY

N E W Y O R K

REGULAR MONTHLY MEETING

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

DATE: June 17, 2024

TIME: 7:00 P.M.

FRANK DEMAYO, SUPERVISOR

VINCENT MCPHILLIPS, COUNCILMEMBER

LAURIE DUTCHER, TOWN CLERK

JOHN LENNON, COUNCILMEMBER

DEAN FARRAND, COUNCILMEMBER

SHERRI KAVLESKI, COUNCILMEMBER

PLEDGE OF ALLEGIANCE

CORRESPONDENCE

INCOMING:

1. Correspondence from the Sullivan County Department of Public Works regarding the closing of Garden House Rd. for the replacement of County Bridge 261.
2. Correspondence from the NYSDEC regarding Swan Lake SD STP notice of incomplete application.

OUTGOING:

NEW BUSINESS

1. Motion to approve the following monthly reports:
 - Town Clerk's Report 5/24
 - Revenue & Expense Report 5/24
 - Supervisor's Report 5/24
2. Approval of the following minutes:
 - Dept. Head/Worksession Mtg. 5/6/24
 - Public Hearing 5/20/24
 - Reg. Monthly Mtg. 5/20/24
 - Dept. Head/Worksession Mtg. 6/3/24
3. Motion to approve the following audit:
 - June, 2024 Voucher Abstract #830 to #980 totaling \$407,382.79.
 - May, 2024 Post Audit Claims #806 to #829 totaling \$109,418.21.
 - May, 2024 General Ledger Abstract Claims #109 to #142 totaling \$264,649.61.
4. Motion to extend the Planned Unit Development Moratorium from 7/3/24-10/3/24.
5. Motion directing the Town Attorney to draw up Capital Reserve resolution for the purchase of (74) UV lamps at a cost of \$4,810 and (1) UV Power Supply Upgrade Kit in the amount of \$19,700.
6. Motion to approve voucher for Poley Paving and Construction Corp. in the amount of \$200,754.75 for Boyd Rd. Reconstruction.



TOWN OF LIBERTY

N E W Y O R K

7. Motion to approve voucher for Tweedie Construction, LLC in the amount of \$18,892.00 for construction services for White Sulphur Springs Phase 10.
8. Motion to approve voucher for Delaware Engineering, DPC in the amount of \$13,058.03 for White Sulphur Springs Phase 10 Engineering Services.
9. Motion to approve voucher for Delaware Engineering, DPC in the amount of \$16,363.76 for White Sulphur Springs Phase 10 Engineering Services.
10. Motion to approve voucher for the payment of the Swan Lake Wastewater Treatment Petroleum Bulk Storage Tanks in the amount of \$.
11. Motion to set Joint Fuel Bid for 8/15/24 at 11:00 a.m. at the Town Clerk's Office, 120 North Main Street, Liberty.
12. Motion to accept resignation from Lucas Roth from the Highway Department effective 6/14/24.
13. Motion to accept resignation from Anthony D'Aversa from the Water & Sewer Department effective 6/13/24.
14. Motion to introduce Introductory Local Law #4 of 2024 regarding Planned Unit Developments.

DISCUSSION

OLD BUSINESS

UNDER REVIEW

1. Drilled wells with a yield of less than 5 GPM.
2. Training & Recommendations policy- Planning & Zoning
3. Shipping Containers
4. Fence In/Fence Out
5. AIRBNB
6. Solar
7. County Water / Sewer Study.

IN PROGRESS

1. Converting and moving the Building Department and the Assessor's Office to the Park & Recreation Building.
2. Fines
3. Empty Lot in Parksville
4. Illegal dumping of garbage
5. Delaware Town/Village Water Sewer Study
6. Lead Service Line Inventory
7. Walnut Mt. Pavillion.

PUBLIC PARTICIPATION

BOARD DISCUSSION

EXECUTIVE SESSION

ADJOURN



RECEIVED

JUN 07 2024

TOWN OF LIBERTY
TOWN CLERK'S OFFICE

COUNTY OF SULLIVAN
DIVISION OF PUBLIC WORKS
SULLIVAN COUNTY GOVERNMENT CENTER
100 NORTH STREET
PO BOX 5012
MONTICELLO, NY 12701

June 4, 2024

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

Honorable Michael Bensimon, Supervisor
Town of Fallsburg
19 Railroad Plaza
South Fallsburg, NY 12779

Subject: Garden House Rd. Road Closure
Replacement of County Bridge 261

To Whom it May Concern:

The Sullivan County Division of Public Works will close a section of Garden House Rd. starting on June 17th, 2024 to facilitate the replacement of County Bridge 261. The road will remain closed until about November 15th, 2024. The period of time may be extended as needed due to the weather or other unforeseen circumstances which may affect the bridge construction.

The Detour Route shall utilize Liberty Town Highway 21 (Denman Rd.), State Route 52, County Road 51 (Hilldale Rd.), Fallsburg Town Highway 78 (Mierhoff Rd.), and Fallsburg Town Highway 45 (Garden House Rd.). The Sullivan County Division of Public Works will post necessary signage.

A copy of the Certificate for closing highway is attached along with a detour map, the original of the certificate has been sent to each Town Clerk.

If you have any questions or require any further information, please call me at (845) 807-0281

Sincerely,

Roman Di Cio, P.E.
Bridge Engineer

Encl.

CB 261 - Garden House Rd. Road Closure
Page 2

Cc:

Hon. Laurie Dutcher, Town of Liberty Clerk
Hon. Paula Grogan, Town of Fallsburg Clerk
Hon. Matt Dewitt, Town of Liberty Highway Superintendent
Hon. Anthony Dworetzky, Town of Fallsburg Highway Superintendent
Hon. Joe Perrello, Chairman, Sullivan County Public Works Committee
Hon. Luis Alvarez, District 6 Legislator, Sullivan County
Hon. Amanda Ward, District 8 Legislator, Sullivan County
Joshua Potosek, Sullivan County Manager
Michelle Huck, Acting Deputy Sullivan County Manager
Edward McAndrew, P.E., Commissioner, Sullivan County DPW
Hon. Michael Schiff, Sullivan County Sheriff
Capt. Kyle Kroger, N.Y.S. Police, Troop F Zone 1 Commander, Liberty
Chief Brendan Pavese, Fallsburg Police
Scott Schulte, Sullivan County Commissioner of Public Safety (via e-mail)
John Hauschild, Sullivan County Deputy Commissioner of Public Safety (via e-mail)
Alex Rau, Deputy Commissioner of Public Safety-911 and EMS (via e-mail)
Liberty Fire Department
Hurleyville Fire Company
Liberty Central School District
Fallsburg Central School District
Mobile Medic
Catskill Hatzalah
U.S Post Office, Liberty
U.S Post Office, Hurleyville
Michael Retzlaff, P.E., Region 9 Structures Management Engineer, NYSDOT (e-mail)
Ed Mall, P.E, Resident Engineer., NYSDOT Monticello (via e-mail)
Rick Truman, Region 9 Local Bridge Flag Coordinator, NYSDOT (via e-mail)
Ric Zeboris, Region 9 Bridge Inventory Coordinator, NYSDOT (via e-mail)



CB 261

DETOUR LENGTH: 4.2 MI. - - - -

LAT./LONG. COORDINATES: 41.7551°, -74.6977°



SULLIVAN COUNTY



REV.	DESCRIPTION	APP'D	DATE

SULLIVAN COUNTY
 DIVISION OF PUBLIC WORKS
 EDWARD MCANDREW, P.E., COMMISSIONER

COUNTY BRIDGE NO. 261
 GARDEN HOUSE RD. OVER EAST BR. MONGAUP RIVER
 TOWN OF LIBERTY

DESIGNED: RVD DETAILED: RVD CHECKED: RL

DETOUR MAP

BIN: 3356770 SCALE: AS SHOWN SHEET: 1 OF 1

IN ACCORD WITH §7209 OF THE NEW YORK STATE EDUCATION LAW, IT IS A VIOLATION OF THIS LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR, TO ALTER AN ITEM IN ANY WAY. IF AN ITEM BEARING THE SEAL OF AN ENGINEER OR LAND SURVEYOR IS ALTERED, THE ALTERING ENGINEER OR LAND SURVEYOR SHALL AFFIX TO THE ITEM THEIR SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY THEIR SIGNATURE AND THE DATE OF SUCH ALTERATION, AND A SPECIFIC DESCRIPTION OF THE ALTERATION.

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Permits, Region 3
21 South Putt Corners Road, New Paltz, NY 12561-1620
P: (845) 256-3054 | F: (845) 255-4659
www.dec.ny.gov

June 3, 2024

John Peterson
Delaware Engineering
jpeterson@delawareengineering.com

VIA EMAIL

Re: Swan Lake SD STP
DEC Permit ID # 3-4836-00037/00002
SPDES ID NY0030252
Town of Liberty, Sullivan County
Notice of Incomplete Application

Dear John Peterson:

The Department of Environmental Conservation (DEC) has reviewed the application you submitted on behalf of the Town of Liberty, received August 4, 2023, for modification of the Town's permit pursuant to Article 17, Titles 7, 8, of the Environmental Conservation Law, State Pollutant Discharge Elimination System (SPDES) to increase the discharge from the currently permitted rate of 0.425 million gallons per day (MGD) to 0.960 MGD. The application is incomplete.

State Pollutant Discharge Elimination System (SPDES)

Please see the attached Technical Comments from K. Jedd-Barry to R. Crist, dated May 6, 2024.

The forms describe the receiving waterbody as the West Branch Mongaup River. The photos and plans depict the existing outfall at the Mt Hope Road bridge over the West Branch Mongaup River. This is not the receiving waterbody or outfall location in the existing permit. The current permit, the last conditioned version of which was issued in 1991, identifies the receiving waterbody as a tributary of the West Branch Mongaup River and an outfall location on the WWTP parcel on tributary 4 of the West Branch Mongaup River.

Based on your email of May 2, 2024, the Town is still considering whether or not to pursue the proposed capacity increase. However, as it appears that the existing outfall is not consistent with the existing permit, an application to correct the permit will be needed regardless of whether the capacity is changed. Alternatively, the Town could relocate the outfall to the approved location in the current permit, which would require a Stream Disturbance permit.



Re: Swan Lake SD STP
DEC Permit ID # 3-4836-00037/00002
SPDES ID NY0030252
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It appears that the location of the existing and proposed outfalls is a public road in the Town of Bethel. It also appears that a portion of the proposed 14-inch main is on the private parcel SBL 46.-1-41 and State Route 55, which I understand is under the ownership of Sullivan County. Documentation of a permanent easement for all property not owned by the Town of Liberty must be provided as part of any application to retain or modify the existing outfall.

Stream Disturbance

The West Branch Mongaup River is a Class B waterbody at the location identified for the existing outfall. The application materials propose a new 14-inch outfall pipe to replace the existing 10-inch pipe. The Site Plan Fig. 3 also appears to show a new line underneath tributary 4 of the West Branch Mongaup on the WWTP property.

Any disturbance to the bed or bank of the West Branch Mongaup River requires a Stream Disturbance Permit. Pursuant to Uniform Procedures regulations 6 NYCRR Part 621.3(a)(4), when multiple permits from the Department are required for a proposal, the applicant must submit all applications simultaneously or demonstrate to the department's satisfaction that there is good cause not to do so.

The application will require a Joint Application Form and detailed plans for all the proposed work, including the means and methods of construction.

For all stream disturbance, plans are required that show:

- The existing and proposed bed and bank contours, overhead and cross-section.
- Proposed erosion and sediment controls to protect water quality.

For the new main under tributary 4, additional information is required:

- If directional drilling is proposed, the top of the bore hole needs to be at least 5 feet below the bottom of the stream bed and a contingency plan is needed to protect water quality in the event of a frac-out of drilling fluid to the stream.
- If trenching is proposed, plans for isolation, by-pass, and dewatering will be needed and the stream bed must be restored to the current elevation and grade following construction.

Documentation of an easement for work on other property is required for any Stream Disturbance permit as well.

Freshwater Wetlands

This site is not currently in the vicinity of mapped Freshwater Wetlands regulated by DEC. Please note that New York's Freshwater Wetlands Act was amended in 2022. DEC will be working to amend DEC's freshwater wetlands regulations and update procedural steps to implement these changes. The first of the changes to the extent of wetlands being regulated will go into effect on January 1, 2025. As a result, the Department may reevaluate our jurisdiction for the proposed project at a later time.

Re: Swan Lake SD STP
DEC Permit ID # 3-4836-00037/00002
SPDES ID NY0030252
Town of Liberty, Sullivan County
Notice of Incomplete Application

State Environmental Quality Review (SEQR)

This appears to be an Unlisted action pursuant to SEQR. A Short Environmental Assessment Form is required. For a complete application, the project must have either a Negative Declaration or a Draft Environmental Impact Statement accepted for public review. DEC would have no objection to the Town asserting Lead Agency status for the SEQR process.

Uniform Procedures

This application will be processed as a new application pursuant to Uniform Procedures regulations Part 621.11. As with all new surface SPDES discharges, this project will be a major action pursuant to Uniform Procedures. A minimum 30-day public comment period will commence once the DEC application is deemed complete. The application cannot be deemed complete until a draft permit is ready for publication and review during the comment period.

Community Risk and Resiliency Act (CRRA)

In addition to the meeting the regulatory standards associated with specific jurisdictions, as a major project pursuant to Uniform Procedures, the project is subject to the CRRA requirement to demonstrate that the applicant has considered future physical climate risk due to sea-level rise, storm surge and flooding. The 2019 Climate Leadership and Community Protection Act expanded this requirement to include consideration of all climate hazards.

This will require demonstrating that the consideration has been given in the design to the durability of the structure for its life of service. This should include consideration of the risk for greater intensity and frequency of storms and flooding, both fluvial and pluvial.

Guidance documents are available on the DEC website at <https://www.dec.ny.gov/energy/102559.html>. Please provide a narrative demonstrating that the CRRA requirements have been met. Staff will also share the SPDES Permit Application Supplemental Information Form, developed for assisting applicants with demonstration of consideration of future physical climate risk.

If there are any questions or you wish to schedule a meeting to discuss any of the items required, please feel free to contact me by email at rebecca.crist@dec.ny.gov.

Respectfully,

Rebecca S. Crist

Rebecca S. Crist
Deputy Regional Permit Administrator

Enc: Technical Comments from K. Jedd-Barry to R. Crist, dated May 6, 2024

Re: Swan Lake SD STP
DEC Permit ID # 3-4836-00037/00002
SPDES ID NY0030252
Town of Liberty, Sullivan County
Notice of Incomplete Application

SPDES Permit Application Supplemental Information Form for CRRA & CLCPA

Ecc: Town of Liberty
Town of Bethel
David Kovach, Delaware River Basin Commission
NYS Department of Health
Dermot Dowd, Sullivan County Division of Public Works
Kirsten Jedd-Barry, NYSDEC Division of Water, Albany
Brian Drumm, NYSDEC Bureau of Ecosystem Health
Manju Cherian, NYSDEC R3 Regional Water Engineer

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Bureau of Permits
625 Broadway, Albany, New York 12233-3505
P: (518) 402-8111 F: (518) 402-9029
www.dec.ny.gov

TECHNICAL COMMENTS

TO: Rebecca Crist, Deputy Permit Administrator, DEC, Division of Environmental Permits, Region 3

FROM: Kirsten Jedd-Barry, DEC, Division of Water, Central Office

CC: Lorraine Gregory, P.E., DEC, Division of Water, Central Office
Manju Cherian, P.E., DEC, Division of Water, Region 3
Stephen Monteverde, DEC, Division of Water, Region 3

SUBJECT: Swan Lake WWTP Upgrade
SPDES NY0030252
SPDES NY-2A Permit Application Comments

DATE: May 6, 2024

The New York State Department of Environmental Conservation (DEC), Division of Water has received and reviewed the State Pollutant Discharge Elimination System (SPDES) Permit Application submitted by Delaware Engineering for the Swan Lake WWTP Upgrade located in the Town of Liberty, Sullivan County as received by this Department on December 12, 2023. The application was submitted as a request to expand the existing WWTP design flow from 0.425 MGD to 0.96 MGD.

Review of the NY-2A permit application and any additional submittals has indicated that the application is incomplete. The Division of Water offers the comments below that require corrections and additional information:

General Corrections

- The SPDES ID is incorrect on the application, on the mixing zone form, and in the Preliminary Engineering Report (PER). Some areas where the incorrect SPDES ID is listed are: On the NY-2A application at the top of every page and in **Section 1.6**. The correct SPDES ID is NY0030252. Please make the correction for every instance that it is listed incorrectly.
- FIG-5 *UPGRADE MBR PROCESS SCHEMATIC* - Post Aeration Basins show effluent leaving but do not show incoming treated effluent.
- The PER discusses plant upgrades to 0.686 MGD not the requested 0.96 MGD which is on the NY-2A application. Please revise the PER and plans and accompanying documents to reflect the request for permit modification for upgraded flow of 0.96 MGD.

NY-2A

- **Section 1.1:** "Location Address" should be the address of the facility that is permitted. The address listed in this section does not match what DEC has on record. Please verify that the correct facility address was reported.
- **Section 6.2:** The application is not signed. Please ensure that the form is signed in accordance with [40 CFR 122.22](#) for municipalities.
- **Table A:** Please include the number of samples for each parameter. Please provide data for Sections 2 and 3 of Table A.
- **Table B:** Please include the number of samples for each parameter. Please provide data for Oil & Grease, Nitrite (as N), Nitrate (as N), Total Nitrogen, and Total Dissolved Solids.
- **Table F:** In Section 3.7 the applicant indicated that Water Treatment Chemicals (WTC) are utilized, and that Table F was completed. Table F was left blank, please fill out Table F. Additionally, if the applicant has not received authorization from DEC to use the WTC(s), please fill out and submit a [WTC Authorization Request form](#) for each WTC that is used in the treatment process.

Additional Submittals:

- **Topographic Map:** The map provided does not conform to the application requirements of 6 NYCRR Part 750-1.7(a)(11): "a topographic map on a scale of approximately one inch equals 2,000 feet (or other map if a topographic map is unavailable) extending one mile beyond the property boundaries of the source, depicting the facility and each of its intake and discharge structures; each of its hazardous waste treatment storage and disposal facilities; the portion of the mapped area on Indian lands; and those wells, springs, other surface waterbodies, and drinking water wells listed in public records or otherwise known to the applicant in the map area;"
- **Conditional Exclusion Certification:** Please fill out and submit a [Conditional Exclusion Certification for Exclusion from Mercury Permit Limitations from](#).
- **Consideration of Future Physical Climate Risk:** Please fill out and submit the [Consideration of Future Physical Climate Risk](#) supplemental information form.

SPDES Permit Application Supplemental Information Form

§ 70-0117 Demonstration: Consideration of Future Physical Climate Risk

Following the 2019 Climate Leadership and Community Protection Act (Climate Act), which amended the 2014 Community Risk and Resiliency Act (CRRRA), individual SPDES permit applicants for "major" projects¹ are required to demonstrate consideration of future physical climate risks, including those due to sea level rise, storm surges, and flooding. This form has been developed so the applicant can assess relevant information to comply with the requirements to consider future physical climate risks to wastewater infrastructure (i.e., facility, pump/lift stations). This information can be used by applicants to support future planning efforts.

Applicants should review the [Flood Risk Management Guidance](#) and the [Asset Management Guide for Publicly Owned Treatment Works](#) to identify current and future flood elevations, and to review examples of risk mitigation strategies. For assistance reading flood maps, please contact the community Floodplain Administrator by emailing floodplain@dec.ny.gov.

For all fields provided below, applicants may attach additional sheets as necessary.

Facility	
1. a. Facility name	b. SPDES No.
2. a. Does the facility discharge to a tidal waterbody? (Y/N)	b. If yes, what is the high projection for sea level rise (SLR) in 6 NYCRR 490 for the regional area? (feet)
3. Please describe the type and extent of any past flooding events at the facility.	
4. What are the applicable Flood Insurance Rate Map (FIRM) Nos. and expiration dates?	
5. a. Is any portion of the facility located in a FEMA designated flood zone? If yes, what is the zone type? If no, are there adjacent flood zones that could be considered or skip to question 6.	
b. What is the lowest ground elevation at the facility? (ft)	
c. What is the Base Flood Elevation (BFE) at the facility? (ft)	
d. What is the Future BFE for the facility based on the NYS Flood Risk Management Guidance ? <i>Tidal Areas: BFE + SLR (Method 4)</i> <i>Non-Tidal Areas: Q100 (Method 3 or use available flood profiles from Flood Insurance maps)</i>	
e. What is the target elevation for critical equipment ? Future BFE + 3 feet	
f. Compare questions 5.b. and 5.e. Is the target elevation greater than the lowest ground elevation ?	
6. What climate risk mitigation measures are in place at the facility? Are any future projects anticipated that provide further opportunity to address climate risk?	
Pump/Lift Station(s)	
7. Are there pump/lift station(s) owned by the permittee? If yes, how many? If no, skip to Certification	
8. Please describe the type and extent of any past flooding events at the pump/lift station(s).	

¹ "Major" projects are those identified in Uniform Procedures Act regulations at 6 NYCRR 621.4.

9. What are the applicable Flood Insurance Rate Map (FIRM) Nos. and expiration dates?		
10. a. Are any pump/lift stations located in a FEMA designated flood zone? If yes, which stations and what zone type? If no, skip to question 11		
b. What is the lowest ground elevation at each pump/lift station? (ft)		
c. What are the BFEs , future BFEs, and target elevations for critical equipment (future BFE + 3 ft) for each pump/lift station?		
d. Compare questions 10.b. and 10.c. How many pump/lift stations are below the target elevation?		
11. What climate risk mitigation strategies are in place at the pump/lift stations? Are any future projects anticipated that provide further opportunity to address climate risk?		
Certification Statement		
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.		
I have demonstrated consideration of current and future physical climate risk.		
Name (print or type first and last name)	Official Title	
Signature	Date Signed	
List of Attachments		
Additional Resources/Information		
<ul style="list-style-type: none"> • Flood Risk Management Guidance - https://www.dec.ny.gov/energy/102559.html • Estimating Guideline Elevations - https://www.dec.ny.gov/docs/administration_pdf/crraestelevguidelines.pdf • Asset Management Guide - https://www.dec.ny.gov/chemical/101412.html • Sea Level Rise Projections - https://www.dec.ny.gov/regulations/103877.html • Ground Elevations - https://ngmdb.usgs.gov/topoview/viewer/#13/43.2885/-74.4839 • Flood Insurance Rate Maps - https://msc.fema.gov/portal/home • Ten State Standards – https://www.health.state.mn.us/communities/environment/water/docs/tenstates/tenstatestan2014.pdf • TR-16 – https://neiwpc.org/learning-center/tr-16-guides-design-wastewater-treatment-works/ • DEC's Office of Climate Change - https://www.dec.ny.gov/energy/44992.html • DEC's Water Quality Improvements Projects Funding – https://www.dec.ny.gov/pubs/4774.html • EFC's Clean Water Financing – https://efc.ny.gov/ 		

Account#	Account Description	Fee Description	Qty	Local Share
A 2590	Highway Fees	Road Access Permit	1	50.00
			Sub-Total:	\$50.00
A1255	Conservation	Conservation	2	1.66
	Firework Permit	Firework Permit	1	100.00
	Marriage License	Marriage License Fee	11	192.50
	TOWN CLERK	EZ Pass	8	200.00
		Marriage Certificate	5	50.00
		Notary Fees	51	102.00
			Sub-Total:	\$646.16
A1620.4	Central Printing & Mailing	Photo Copies	14	3.50
			Sub-Total:	\$3.50
A2544	Dog Licensing	Female, Spayed	4	36.00
		Female, Unspayed	4	50.00
		Male, Neutered	5	45.00
		Male, Unneutered	4	50.00
	SENIOR	SENIOR	1	-5.00
			Sub-Total:	\$176.00
A2545	Dog	Redeemed Dog	2	150.00
		Redeemed Dog 2	2	300.00
			Sub-Total:	\$450.00
A3510.4	Dog	Reimbursement Of Expenses	1	25.00
			Sub-Total:	\$25.00
B2115	Building Fees	Special Use	1	300.00
			Sub-Total:	\$300.00
B2770	Building Fees	Building Permit	27	10,003.30
		Commercial Establishment Inspections	5	390.00
		Municipal Search	23	2,300.00
			Sub-Total:	\$12,693.30
				Total Local Shares Remitted: \$14,343.96
Amount paid to:	Ny State Dept. Of Health			247.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program			33.00
Amount paid to:	NYS Environmental Conservation			28.34
Total State, County & Local Revenues:		\$14,652.80	Total Non-Local Revenues: \$308.84	

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
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REVENUE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT RECEIPTS	Y-T-D RECEIPTS	UNCOLLECTED BALANCE
GENERAL FUND - TOWNWIDE	2,828,614.00	136,456.72	2,597,648.54	230,965.46
TOWN - OUTSIDE VILLAGE	478,859.00	38,003.77	268,341.68	210,517.32
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	3,301.25	45,721.75	45,721.75
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,508,579.00	8,715.24	1,497,686.08	10,892.92
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,205,127.00	6,131.68	1,193,033.57	12,093.43
HIGHWAY CHIPS FUND	644,000.00	.00	.00	644,000.00
WATER AND SEWER OPERATIONAL FUND	971,719.00	.00	195,778.77	775,940.23
TOTAL SEWER DISTRICTS	843,883.00	471.20	692,794.27	151,088.73
TOTAL WATER DISTRICTS	1,400,027.00	15,464.36	572,126.29	827,900.71
GRAND TOTALS.....	9,880,808.00	208,544.22	7,063,130.95	2,817,677.05

EXPENSE SUMMARY

FUND NAME	BUDGET AS MODIFIED	CURRENT EXPENDITURES	Y-T-D EXPENDITURES	P.O. BALANCE	UNENCUMBERED UNEX. BALANCE
GENERAL FUND - TOWNWIDE	3,134,964.00	192,199.42	1,017,436.66	10,356.54	2,107,170.80
TOWN - OUTSIDE VILLAGE	593,859.00	39,021.86	173,673.79	.00	420,185.21
COMMUNITY DEVELOPMENT BLOCK GRANTS	.00	3,301.25	45,721.75	.00	45,721.75
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	1,725,280.00	105,984.45	642,847.06	.00	1,082,432.94
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	1,339,627.00	85,813.30	260,911.54	1,411.00	1,077,304.46
HIGHWAY CHIPS FUND	644,000.00	.00	.00	.00	644,000.00
WATER AND SEWER OPERATIONAL FUND	971,719.00	57,264.85	313,701.24	.00	658,017.76
TOTAL SEWER DISTRICTS	889,883.00	9,706.83	225,569.71	.00	664,313.29
TOTAL WATER DISTRICTS	1,538,027.00	17,601.73	353,967.81	1,114.54	1,182,944.65
GRAND TOTALS.....	10,837,359.00	510,893.69	3,033,829.56	12,882.08	7,790,647.36



Town of Liberty
Supervisor's Report
April-24
Bank Account Reconciliation

Name	Bank	Account #	Current Total
General Fund	Key Bank	*183	\$ 781,366.21
Highway Fund	Key Bank	*191	\$ 1,499,789.17
Capital Reserve Fund	TD Banknorth	*521	\$ 691,077.28
Capital Reserve Fund	Wayne Bank	*701	\$ 157,127.80
Street Light Districts	CHB	*555	\$ 78,938.30
Water and Sewer Fund	Key Bank	*205	\$ 1,604,944.71
Trust and Agency	Key Bank	*744	\$ 331,507.17
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	\$ -
		TOTAL:	\$ 5,144,750.64

Key Bank Treasury Bills:			\$ 10,678,153.01
Catskill Hudson Bank CD			\$ 199,954.90
Jeff Bank CD			\$ -
TD Banknorth CD			\$ 213,637.21
		TOTAL CD:	\$ 11,091,745.12

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

At the Department Head/Worksession Meeting the following were present:

PRESENT:

Supervisor Frank DeMayo
Councilmember Dean Farrand
Councilmember Vincent McPhillips
Councilmember John Lennon
Councilmember Sherri Kavleski

RECORDING SECRETARY:

Deputy Town Clerk Sara Sprague

ALSO PRESENT:

Town Attorney Kenneth Klein
Confidential Secretary Nick Rusin
Finance Director Cheryl Gerow

PLEDGE OF ALLEGIANCE

The Supervisor then opened the Department Head/Worksession Meeting at 6:30 p.m.

CORRESPONDENCE

INCOMING:

1. Correspondence sent by Finance Director Gerow to Delaware River Solar, LLC regarding the Harris Road Solar Project Decommissioning Agreement.
2. Correspondence from NYS Department of Agriculture and Markets regarding a "Satisfactory" inspection.
3. Correspondence regarding the 3rd Sullivan County Youth Book Festival on 5/9/24

ACCEPTANCE OF INCOMING CORRESPONDENCE

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

Motion: Councilmember Dean Farrand
Seconded: Councilmember John Lennon
5 AYES Carried

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

PRESENTATIONS:

SUPERINTENDENT OF SCHOOLS DR. PATRICK SULLIVAN- School Budget Presentation- Full Presentation on the LCSD website www.libertyk12.org

PETER MANNING-PUD Presentation-Full Presentation on our website www.townofliberty.org

DEPARTMENT HEAD REPORTS

APPROVAL OF DEPARTMENT HEAD REPORTS

The Town Board of the Town of Liberty does hereby accept the Department Head Reports as submitted.

Motion: Councilmember Dean Farrand
 Seconded: Councilmember John Lennon
 5 AYES Carried

ASSESSOR

Deeds received
 Town - 20
 Village – 9

Combination: none

Splits: none

Data Entry, deeds, permits, valuation etc.....

Jordan is doing very well. She picks up very quickly

Kevin (data collector) work scheduled
 Brad (data collector) – work scheduled

CEO - BUILDING DEPARTMENT

2024	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Permits Issued	15	22	20	17									74
Permits Completed/ Closed	26	11	16	12									65

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

Fire Inspections Performed	1	0	0	4									5
Complaints Open	9	3	11	17									40
Complaints Closed	41	16	7	8									72
Appearance Tickets issued	0	0	10	0									10
Planning Board Applications	4	0	3	3									10
Planning Board Approvals	2	3	1	3									9
Zoning Board Applications	0	1	0	0									1
Zoning Board Approvals	0	0	1	0									1
Municipal Searches	15	18	25	17									75

COURT

2024	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
V&T Appearances	N/R	65	123	145								
Criminal Appearances		258	244	283								
Ordinance Appearances		13	1	19								
Civil Appearances		12	14	20								
Total Fines Collected		\$51,816	\$53,369	\$67,072.50								
Total Fines to Town		\$23,814	\$21,481	Not available								
Total Fines to Village		\$265	\$400	Not available								

DCO –NO REPORT SUBMITTED

FINANCE

Submitted quarterly report for ARPA Funds

Attended Employee Relations Committee meeting

Submitted Outstanding Debt request to Sullivan County

Mailed letters to retirees requesting 2024 Medicare information for reimbursement

Distributed Quarterly Report to Department Heads

Communicated with NYS Comptroller's Office regarding 2023 Annual Financial Report and made necessary changes

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

Received Certification of the 2024 payroll from Sullivan County

Submitted Utilization Work Plan with MBO information to EFC for the Swan Lake Sewer Project and Stevensville Water Project

Submitted payment request to EFC for Swan Lake Sewer. Total requested and received to date is \$541,050.16

Notified Delaware River Solar regarding NY Liberty II, LLC (Harris Road) Decommissioning Agreement payment due

All other daily duties and responsibilities

HIGHWAY

Improvements/Maintenance:

- Cold patched all Town Roads – 4 days
- Cut trees and brush
 1. Ferndale Loomis – 3 days
 2. Boyd Road – 2 days
- Ditched
 1. Benton Hollow – 8 days
 2. Boyd Road – 10 days
 3. Twin Bridge – 2 days
- Culvert Replacement
 1. Boyd Road – 4 days
- 5 days of wind storm clean up
- Road sweeping – Midway, Robertson, Cattail
- Hand hot patched – Twin Bridge, Shore, Muhlig, Lake Marie, Old Monticello, Lily Pond
- Culvert pipe flush – Wade Road, Benton Hollow
- Guard rail repair – Radcliff, Midway

Winter:

- Thursday, April 4, 4AM – 3:30Pm, ice, snow wind

Facilities:

- Tires are completed

Equipment/Vehicles:

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

- All construction season equipment serviced and ready
- Rebuilding dump bed floor in #21

Personnel:

Misc:

- Spring Clean May 9, 10, 11

PARK & RECREATION-NO REPORT SUBMITTED

TOWN CLERK

Highway Fees	Road Access Permit	1	100.00
Conservation	Conservation	3	4.14
Marriage Licenses	Marriage Licenses	1	17.50
Permits	Refuse Collection	0	0
	Towing Licenses	0	0
	Peddler's Permit	0	0
Small Sales	EZ Pass	7	175.00
	Notary Fees	34	68.00
	Marriage Certificate	5	50.00
	Photocopies	0	0
	Misc (2 USB Devices)	0	0
Building	Certified Mailings	2	86.90
Dog Licensing	Female, Spayed	4	36.00
	Female, Unspayed	4	50.00
	Male, Neutered	14	126.00
	Male, Unneutered	3	37.50
	Purebred	0	0
	Senior	3	-15.00
	Replacement Tags	1	5.00
	Boarding Fees	1	25.00
	Redeemed Dog (1)	2	150.00
	Redeemed Dog (2)	0	0
	Redeemed Dog (3)	0	0
	Reimbursement of Expenses	0	0
Building	Variance	0	0
	Lot Improvement	0	0
	Special Use	0	0

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

	Junk Yard	0	0
	Subdivision	0	0
	Building Inspections Public Assembly	0	0
	Building Permit	18	21,832.30
	Commercial Establishment Inspection	0	0
	Fire inspectors	0	0
	Municipal search	17	1,700.00
	Reimbursement of Expenses	3	21.00

TAX COLLECTION

Tax Collection

Analysis of Collections by Bill Type
by transactionDate

Page 1 of 2

Date	Qty	Taxes collected	Interest paid	Penalty paid	Over-payments	Daily total collected	Total overall collections
1/8/24	7	14,994.39	0.00	0.00	0.00	14,994.39	14,994.39
1/9/24	28	75,529.38	0.00	0.00	0.00	75,529.38	90,523.77
1/10/24	41	60,108.92	0.00	0.00	4.00	60,112.92	150,636.69
1/11/24	58	129,061.84	0.00	0.00	0.02	129,061.86	279,698.55
1/12/24	164	254,811.84	0.00	0.00	0.00	254,811.84	534,510.39
1/14/24	2	2,341.81	0.00	0.00	0.00	2,341.81	536,852.20
1/15/24	4	4,897.19	0.00	0.00	0.00	4,897.19	541,749.39
1/16/24	478	828,004.25	0.00	0.00	0.00	828,004.25	1,369,753.64
1/17/24	44	85,359.21	0.00	0.00	0.00	85,359.21	1,455,112.85
1/18/24	97	330,424.60	0.00	0.00	0.00	330,424.60	1,785,537.45
1/19/24	107	226,000.99	0.00	0.00	0.00	226,000.99	2,011,538.44
1/21/24	6	13,308.44	0.00	0.00	0.00	13,308.44	2,024,846.88
1/22/24	195	342,009.77	0.00	0.00	0.00	342,009.77	2,366,856.65
1/23/24	374	824,575.94	0.00	0.00	20.00	824,595.94	3,191,452.59
1/24/24	264	543,074.47	0.00	0.00	0.00	543,074.47	3,734,527.06
1/25/24	250	461,560.27	0.00	0.00	0.00	461,560.27	4,196,087.33
1/26/24	203	476,424.16	0.00	0.00	0.00	476,424.16	4,672,511.49
1/29/24	230	421,593.97	0.00	0.00	0.00	421,593.97	5,094,105.46
1/30/24	321	669,163.25	0.00	0.00	0.00	669,163.25	5,763,268.71
1/31/24	319	730,728.90	0.00	0.00	0.00	730,728.90	6,493,997.61
01.24	3,202	6,493,973.59	0.00	0.00	0.00	6,493,997.61	6,493,997.61
2/1/24	157	322,587.98	36.75	0.00	10.00	322,634.73	6,816,632.34
2/2/24	1,111	2,416,067.12	78.94	0.00	0.00	2,416,146.06	9,232,778.40
2/5/24	257	541,405.68	286.65	0.00	0.00	541,692.33	9,774,470.73
2/6/24	92	273,964.98	244.09	0.00	0.00	274,209.07	10,048,679.80
2/7/24	22	58,250.63	102.11	0.00	0.00	58,352.74	10,107,032.54
2/8/24	13	19,939.03	199.39	0.00	0.00	20,138.42	10,127,170.96
2/9/24	13	26,574.71	181.00	0.00	0.00	26,755.71	10,153,926.67
2/12/24	24	52,631.13	362.78	0.00	0.00	52,993.91	10,206,920.58
2/13/24	25	66,086.49	642.25	0.00	0.00	66,728.74	10,273,649.32
2/14/24	14	21,046.74	210.44	0.00	0.00	21,257.18	10,294,906.50
2/15/24	9	8,896.59	74.24	0.00	0.00	8,970.83	10,303,877.33
2/16/24	22	34,207.47	306.85	0.00	0.00	34,514.32	10,338,391.65
2/20/24	63	97,212.93	972.11	0.00	0.00	98,185.04	10,436,576.69
2/21/24	13	16,171.05	161.71	0.00	0.00	16,332.76	10,452,909.45
2/22/24	10	8,249.39	82.48	0.00	0.00	8,331.87	10,461,241.32
2/23/24	36	40,374.07	403.57	0.00	0.00	40,777.64	10,502,018.96
2/25/24	1	2,184.09	21.84	0.00	0.00	2,205.93	10,504,224.89
2/26/24	57	80,223.71	790.32	0.00	0.03	81,014.06	10,585,238.95
2/27/24	44	53,338.96	533.35	0.00	0.03	53,872.34	10,639,111.29
2/28/24	51	153,529.46	1,535.29	0.00	1.00	155,065.75	10,794,177.04
2/29/24	105	182,744.49	1,882.90	0.00	0.02	184,627.41	10,978,804.45
02.24	2,139	4,475,686.70	9,109.06	0.00	0.02	4,484,806.84	10,978,804.45

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

Analysis of Collections by Bill Type
 by transactionDate Page 2 of 2

Date	Qty	Taxes collected	Interest paid	Penalty paid	Over-payments	Daily total collected	Total overall collections
3/1/24	19	20,571.58	219.87	2.00	0.00	20,793.45	10,999,597.90
3/4/24	12	29,850.61	558.70	14.00	0.00	30,423.31	11,030,021.21
3/5/24	28	16,714.05	227.92	14.00	0.00	16,955.97	11,046,977.18
3/6/24	7	6,064.55	103.30	6.00	0.01	6,173.86	11,053,151.04
3/7/24	6	7,935.14	145.59	7.98	0.00	8,088.71	11,061,239.75
3/8/24	17	22,921.00	196.79	4.00	0.00	23,121.79	11,084,361.54
3/11/24	24	25,033.63	510.93	10.00	0.00	25,554.56	11,109,916.10
3/12/24	18	15,197.99	248.79	17.98	0.00	15,464.76	11,125,380.86
3/13/24	8	45,821.61	739.27	10.00	0.00	46,570.88	11,171,951.74
3/14/24	15	18,629.70	182.72	21.99	0.00	18,834.41	11,190,786.15
3/15/24	11	14,177.41	283.55	15.99	0.00	14,476.95	11,205,263.10
3/17/24	1	3,236.98	64.74	2.00	0.00	3,303.72	11,208,566.82
3/18/24	16	27,310.71	535.02	25.98	0.00	27,871.71	11,236,438.53
3/19/24	17	28,500.34	455.71	31.99	0.00	28,988.04	11,265,426.57
3/20/24	11	10,298.26	205.96	20.00	0.00	10,524.22	11,275,950.79
3/21/24	15	34,705.12	543.36	20.00	0.01	35,268.49	11,311,219.28
3/22/24	12	24,634.81	492.69	20.00	0.00	25,147.50	11,336,366.78
3/25/24	10	25,210.04	504.19	17.99	0.00	25,732.22	11,362,099.00
3/26/24	30	27,485.66	549.68	45.98	558.68	28,640.00	11,390,739.00
3/27/24	27	77,272.41	1,545.44	54.00	0.00	78,871.85	11,469,610.85
3/28/24	25	30,633.51	612.67	45.98	0.00	31,292.16	11,500,903.01
3/29/24	83	119,528.63	2,519.16	27.99	0.00	122,075.78	11,622,978.79
3/31/24	2	5,962.41	119.25	4.00	0.00	6,085.66	11,629,064.45
03.24	414	637,696.15	11,565.30	439.85	0.00	650,260.00	11,629,064.45
4/1/24	26	47,179.78	943.62	45.99	0.00	48,169.39	11,677,233.84
4/2/24	17	18,296.91	365.95	23.96	0.01	18,686.83	11,695,920.67
4/3/24	14	8,969.35	174.38	16.00	0.00	9,159.73	11,705,080.40
4/4/24	1	6,797.06	135.94	2.00	0.00	6,935.00	11,712,015.40
4/8/24	2	837.24	16.75	4.00	0.00	857.99	11,712,873.39
4/9/24	1	5,386.27	0.00	0.00	0.00	5,386.27	11,718,259.66
4/10/24	4	6,773.55	133.80	6.00	0.00	6,913.35	11,725,173.01
4/11/24	1	375.34	7.51	1.99	0.00	384.84	11,725,557.85
4/15/24	1	591.86	11.84	2.00	0.00	605.70	11,726,163.55
4/16/24	1	2,916.19	58.32	2.00	0.00	2,976.51	11,729,140.06
4/22/24	9	61,720.73	722.16	7.99	0.00	62,450.88	11,791,590.94
04.24	77	159,844.28	2,570.27	111.93	0.00	162,526.49	11,791,590.94
Totals:	5,832	11,767,200.72	23,244.63	551.78	593.81	11,791,590.94	11,791,590.94

WATER & SEWER

On April 22, Aqueous was here to clean Stevensville, Ferndale, and Route 55 tanks, and all went well.

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

Everyone has been busy with the usual spring work. We have been putting on meters, picking up hydrant flags, testing hydrants, rebuilding the ones that break, and finishing up all the spring cleanup so we can start mowing.

We had a new employee start on April 22nd. Hopefully he will work out.

Dyna-vac called me on April 16th and let me know that the vac trailer should be ready for pick up by the end of May.

Wayne & I went to the Verona sewer plant to look at the new screens that will be installed when we upgrade our plant. They look like they will be a major improvement to the plant.

Any other items that may arise prior to meeting.

DELAWARE ENGINEERING

1. CDBG Grant Project Phase 10 – White Sulphur Springs Boyd Road

- **Actions for the Board to consider at today's meeting:**

- None

- **Boyd Road Reconstruction**

- Original Scope from Cost Estimate: 1,100 LF (of 1,500 LF total)
- An OCR extension was granted until June 28, 2024
- Base Bid Scope: 900 LF at 18 FT width (of 1,500 LF)
- Bids for the Boyd Road Construction were Received on 4/4/24
- Construction documents require completion of work by 5/31/24
- Town preparation work complete and ready
- Poley is planned to start paving work on 5/13/24

- **Project Bid Review and Award Recommendation**

- Bids opened at Town Hall on April 4th, 2024.

Contract No. TL2-G-2024 – General:

- Delaware Engineering has nearly completed bid and award services

- The Notice of Award was forwarded to Poley on 4/16/23
- The Contract Agreement and Notice to Proceed were executed on 4/31/24
- The execution copies are nearly complete pending hardcopies of the bonds and are anticipated to be available by 5/6/24, and will be distributed to the Town, Contractor, and Engineer

- Poley's Tentative Construction Schedule:

- 5/13-5/17 Dig Out, Grade, Install Base and Binder
- 5/23-5/27 Top Road Way and complete restoration

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- All work is scheduled to be completed by 5/31/24, with the deadline to submit all paperwork (i.e., payment requests) of 6/7/24
- Delaware will work with the Town and Poley to figure out how to spend the remaining \$7,161 in grant, and will advise the Town Board via email of the planned work prior to doing the work, and decide if the Town may want to contribute additional funds (\$20,000 as agreed to previously, or more) to complete the remaining of up to 600 LF (1,500 total)
- Payment Requests
Payment Request No. 1 (for action at May 20, 2024 Town Board Mtg.)

- The full application package has been provided to the Town Director of Finance under separate cover on 5/1/24
- We have reviewed Payment Application No. 1 from Poley Paving and Construction Corp. the contractor for the subject project, for the period ending April 30, 2024, in the amount of \$3,301.25 for Mobilization, Demobilization, Bonds, and Insurance (40%), and Maintenance and Protection of Traffic (25%), as allowed by the Contract, which equates to approximately 2% of the Contract Sum
- Contract Sum for the project of \$196,950. Following this payment, the balance to finish for the project, including retainage, will be \$193,648.75.
- We agree with the level of work completed to date and the costs presented therein. Therefore, we recommend that the Town resolve to provide payment to the contractor in the amount requested, pending release of funds by NYS OCR.
- **Therefore, should the Town agree with our recommendation, then we recommend that at the May 20, 2024 meeting:**
 - **The Town hereby resolves to authorize the Town Finance Department to proceed to process Payment Application No. 1, to General Contract No. TL2-G-24 for Poley Construction Corp., for the period ending April 30, 2024, in the amount of \$3,301.25, as requested by the contractor.**

- At the April 15, 2024 meeting the Town Board resolved to:
 - Award the Contract No. TL2-G-24 – General Construction for the White Sulphur Springs Phase 10 Boyd Road Reconstruction Project to Poley Paving & Construction Corp., for the Base Bid price of ~~\$196,950.00~~ for all Base Bid Items and accept unit pricing for Bid Alternate Items for future consideration.
 - Authorize the Supervisor to execute the necessary paperwork (e.g., Notice of Award, Notice to Proceed, Agreement, Change Orders, Certificate of Substantial Completion, checks for contractor payment, etc.) for contract initiation through completion of the work.
 - Authorize the Town Highway Superintendent and Delaware Engineering to direct the expenditure of any remaining grant funds, with a final over/under change-order to be prepared for Board approval at/near the end of the construction period, in conjunction with any additional Highway Department funds which may be deemed in the best interest of the project and the Town

• **Construction Status and Remaining Work for the Original Project (Tweedie)**

- Contract work was substantially completed (as of 11/29/23), except for the following punch list items (as of 3/26/24):
 - Final site restoration - \$12,892 – **May 2024**
 - Tweedie is scheduled to begin site restoration on 5/3/24
 - Town Highway Dept. has completed work to widened the roadway to allow for

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

- Tweedie site restoration and for Poley to complete paving work
 - Town Highway Super and Tweedie have agreed that the Town Highway Dept. will complete all machine work, and Tweedie will seed and mulch all of Boyd Road
- Demobilization - \$6,000 – **Pending final site restoration**
 - Punchlist Remaining Value = \$18,892 (amount to be withheld as of 1/30/24)
- Project Substantial Completion
 - Tweedie has provided the required closeout documents (except for final payment application, pending completion of punchlist)
 - Tweedie final work and final payment requests can be completed and submitted in May 2024.
 - We will assemble the project closeout package, and provide it to the Town, with a copy to the contractor, upon completion of as-builts and final contractor payment request
- **Contractor Final Payment Request**
 - Can be submitted in May 2024 following completion of remaining punchlist work

- **Background**

- On December 8, 2023 the Town submitted a formal request to NYSOCR, including cost estimate and anticipated project schedule, Schedule Bar Chart and Email Correspondence between Blauer Associates and OCR regarding project extension.
 - Based on the cost estimate provided with the extension request, **the estimated cost for this work is \$182,225**
 - With the **Town Highway Department willing to contribute up to \$20,000** toward the road reconstruction/paving work
- On December 14, 2023 NYSOCR sent the Town a letter approving the request for a contract time extension for the above project. See attached.
 - *The NYS Office of Community Renewal (OCR) is in receipt of the Town of Liberty's letter requesting an extension beyond the project completion deadline of January 5, 2024.*
 - *Based on OCR's review and careful consideration the Town of Liberty's request for an extension has been granted, and your **revised project completion date is June 28, 2024.***
- This work, and other related expenses (additional engineering, not included in the cost estimate) are anticipated to be covered by the grant
- On 2/23/24 project drawings and specifications were submitted for OCR review.
- The Town received OCR review comments on 2/28/24, 2/29/24,
- The Town received notice that the bid specifications appear to be in compliance with applicable OCR requirements, and on 3/1/24 that OCR has no objections to the Town of Liberty publishing the notice on 2/29/24

- **The anticipated project schedule is as follows:**

<u>Task:</u>	<u>Schedule:</u>
Second Public Hearing for Project:	December 4, 2023 - Complete
Town Considers Extension Request and OCR Terms:	December 4, 2023 - Complete
Extension Request Submitted to OCR:	December 8, 2023 - Complete
Bid Document Preparation:	January - February 2024
ERR/RROF Review and Revision/Re-evaluation:	Complete
Bid Documents to OCR:	February 23, 2024 - Complete
Town Board Authorization to go to Bid:	March 4, 2024 - Complete
Bid Advertisement Published:	March 8, 2024 - Complete
Pre-bid Meeting:	March 14, 2024 - Complete
Bid Opening:	April 4, 2024 - Complete
Bid Review and Award Recommendation to Town:	April 10, 2024 - Complete

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

Board Resolution for Bid Award: April 15, 2024 - Complete
 Issue Notice of Award: April 16, 2024 - Complete
 Pre-Construction Meeting: April 23, 2024 - Complete
 Submittal Review: April 23-26, 2024 - Complete
 Execution of Construction Contract Document: April 30, 2024 - Complete
 Construction: May 2024 - May 31, 2024
 Town to Review and Consider Final Pay Request: On or Before June 7, 2024
 Construction Contract Close-out: On or Before June 28, 2024

- This schedule is an estimate and the actual schedule may differ slightly as the project proceeds. However, we are confident this project will be brought to completion by the **June 28, 2024** deadline.

Project Cost Summary

- **Overview/Quick Summary**
- Awarded Bid total = \$391,162
- Final Total of Contract TL1-G-22, Including All Changes = \$403,369
- Construction budget (2021 estimate) = \$587,200 (not including contingency)
- Pending Boyd Road Reconstruction/Paving, there remains \$234,831 (\$183,831 Remaining Construction Funds + \$51,000 in contingency) in grant dollars presently uncommitted.
- Planned expenditures associated with additional Boyd Road work

Item	Cost		
Reconstruction of +/- 1,100 lineal feet of Boyd Road	\$196,950	Per Poley Bid	
Other (Program Administration – advertisement)	\$719		
Additional Engineering work for design, bidding and construction phase services for Boyd Road reconstruction	\$30,000		Complete/Executed
Sum of Items	\$227,669		
Remaining Budget	\$234,831		
Net remaining after planned expenditures	\$ 7,161		

About \$7,161 is anticipated to remain in contingency after planned expenditures associated with reconstruction of about 900 lineal feet of Boyd Road

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

○ **More detailed cost summary:**

Item No.:	Item Description:	Estimated cost/budget (Feb 2021 Engineering Report for the CFA application)	As bid April 2023 with Bid Alternate Price – no changes	Contract Costs to-date (as of 2-28-24) with all changes	Contract Costs to-date (as of 4-10-24) with all changes & Boyd Rd. Recon bid costs	Budget minus bid - minus changes & Boyd Road Reconstruction as of 4-10-24
1	Construction – General	\$587,200	\$391,162	\$391,162	\$391,162	\$196,038
2	Construction – (no others)					
3	Construction – Subtotal Bid	\$587,200	\$391,162	\$391,162	\$391,162	\$196,038
4	Change Order No. 1 (Final Over/ Under):					
	Quantity Adjustment (net)		\$0	(\$11,068)	(\$11,068)	
	Concrete Anchor Blocks		\$0	\$ 5,500	\$ 5,500	
	Hydrant Extension		\$0	\$ 2,775	\$ 2,775	
	Add'l Funds for Road Restoration		\$0	\$15,000	\$15,000	
	Change Order No. 1 Total (net) =		\$0	\$12,207	\$12,207	(\$12,207)
5	Boyd Road Reconstruction			\$182,225	\$196,950	(\$196,950)
	Anticipated Town Contribution					\$20,000 Not deducted from total
6=3+4+5	SUBTOTAL - Construction	\$587,200	\$391,162	\$585,594	\$600,319	(\$ 16,119)

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

	<u>Other Costs:</u>					
7A	-Delaware Engineering	\$149,500	\$149,500	\$149,500	\$149,500	
7B	-Amendment 1 Add'l Boyd Road Reconstruction 2024	\$ 0	\$ 0	\$ 30,000	\$ 30,000	(\$30,000)
8	-Blauer Associates (Grant Admin) (1)	\$45,000 (1)	\$45,000 (1)	\$45,000 (1)	\$45,000 (1)	
	Other (Program Admin.)				\$719	
9=6+7A+7B+8	Total Estimated Cost/Cost to Date	\$781,700	\$585,662	\$810,094	\$825,538	(\$43,838)
10	Contingency	\$51,000	\$51,000	\$ 0	\$ 0	\$51,000
11=10+9	Project Budget/Cost to Date Plus Contingency - Total	\$832,700	\$636,662	\$810,094	\$825,538	\$7,161
12=11-8	Project Budget/Cost to Date Plus Contingency Grant Eligible (2)	\$787,700	\$591,662	\$765,094	\$780,538	\$7,161
13	Grant Amount	\$787,700	\$787,700	\$787,700	\$787,700	
14	Grant Budget Minus Cost - Remaining	\$0	196,038	\$22,606	\$ 7,161	\$7,161

(1)- Town agreed to fund grant administration (Blauer Associates) at \$45,000 to facilitate project readiness and score more points on the application – cost not eligible for grant reimbursement

(2)- All costs except Grant Administration are eligible for grant funding

- About \$7,161 is anticipated to remain in contingency after planned expenditures associated with reconstruction of about 900 lineal feet of Boyd Road
- **Professional Services Contract Amendment No. 1 for Engineering Services**
 - At the February 5, 2024 meeting the Town Board authorized the Town Supervisor to execute Delaware Engineering, D.P.C.'s Professional Services Contract Amendment No. 1 for Engineering Services for the White Sulphur Springs Water District - Phase 10 Improvements,

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

associated with partial reconstruction of Boyd Road, OCR Small Cities CDBG Project # 641PW78-21, in the total amount of \$30,000.

- Contract Amendment No. 1 for Engineering Services executed on February 6, 2024
- Budget modification that includes this work has been accepted by OCR on February 26, 2024
-

2. Swan Lake WWTP Upgrade

- **Actions for the Board to consider at today's meeting:**
 - Town to resolve to authorize the Town Director of Finance to issue a \$300 check to NYSDEC for the existing underground fuel storage tank registration application
- **Project Funding/Financing Overview**
 - **No Changes this month**
 - Project currently financed for hardship (0%) loan, WIIA grant and BIL funding with a grant of up to 50% of the project cost, less the WIIA grant.
- Project funding summary based on current information:

Project#	Description	WIIA Grant	BIL Grant	BIL 0% Loan	Total
C3-5370-01-00	Engineering/Prof Services (DEDPC contract plus 10% contingency)	\$ 2,922,655	NA	NA	\$ 2,922,655
C3-5370-01-01	Other WWTP Upgrade scope items	\$ 1,577,345	\$ 6,916,000	\$ 6,584,000	\$ 15,077,345
TOTAL		\$ 4,500,000	\$ 6,916,000	\$ 6,584,000	\$ 18,000,000
Estimated Grant Total					\$11,416,000 (63%)

In summary, the current \$18M project is in line to receive 63% in grants and 0% financing on the balance.

- Project Financing Agreements (PFAs) executed/closed on January 12, 2023 for both projects, short term financing funds now available and costs for contracts with approved MWBE/DBE/SDOVBE Plan(s) are eligible for disbursement
 - **Professional Services Work (C3-5370-01-00)** WIIA Grant funded only
 - In response to communications with NYSEFC, the Town responded on November 15, 2022 to NYSEFC requesting that WIIA funds be utilized for professional services.
 - We sent digital copies of the executed professional services contract to NYSEFC on November 20, 2022 which was approved per 12/6/23 NYSEFC letter.

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- Has 2 programs included for compliance:
 - MWBE/DBE/SDOVBE Goals
 - 30% MWBE, and
 - 6% SDVOBE
 - Delaware/MSI submitted our MWBE & SDVOBE Utilization Plans to the Town on March 16, 2023 and the Town submitted to NYSEFC for review/approval on March 21, 2023.
 - We have worked through many of NYSEFC MWBE review comments, and have successfully completed the Construction Inspection RFP solicitation process in September and October 2023.
 - We have worked through NYSEFC's MWBE review comments and on November 2, 2023 the Town received notification that NYS EFC has reviewed and accepted our MWBE and SDVOB Utilization Plans and partial Waiver requests for the Town of Liberty - Project No. 5370-01-00, Delaware Engineering D.P.C. contract.
 - The DE contract is eligible for disbursement, EFC will release payment for all invoices submitted to date (upon receipt and processing of a disbursement request) and the Town can then reimburse internal funds
 - **Cheryl G. continues to submit disbursement requests for project invoices**
- **Construction (C3-5370-01-01)** WIIA & BIL funded, has one program for compliance.
 - MWBE/DEB/SDVOBE
 - 20% MWBE
[20% DBE (fed.) if equivalency project (pop >10,000), NA]
 - Utilization Plans to be provided by Construction Contractors following bid award so no action until then
- Delaware & MSI will continue to work with the Town and NYSEFC through WIIA & BIL requirements
- **Moving the WWTP Upgrade Project Forward**
 - Professional Services Work
 - Continuing to work with the Town and NYSEFC and our fiscal subconsultant MSI as needed on contract related items.
 - Design continuing
 - Working on updated project cost estimate with subcontractor Trophy Point
 - Damon, Wayne, and John Lennon went on a trip on January 10, 2024 to Waverly WWTP to see the equipment proposed at this facility
 - Site visit to Vernon, NY to see mechanical screens was done on April 16
 - **Continuing work on NYSDEC SPDES permit Application for NY-2A for a facility upgrade and expansion**
 - Requesting limits for WWTP maximum monthly average daily flow of 0.960 MGD and 0.686 MGD
 - New permit needed before NYSDEC will approve the design and before project can go out to bid

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- **Need Town to decide on permit limit flow**
- Draft NY-2A Form filled out and submitted on Friday, August 4, 2023, (and resubmitted on Tuesday August 29, 2023, and September 15, 2023) to NYSDEC Permits (Aparna Roy) along with
 - Location Map
 - Upgrade Site Plans and Process Flow Schematic
 - Detailed Mixing Zone Form
- Need to submit yet: Updated WTC Form for anticipated WTC usage following the WWTP Upgrade
- NYSDEC advised us on 10/25/23 that they are working on the application now and will get back to us soon.
- Followed up with NYSDEC Region 3 Permits on 10/02/23, 11/29/23, & 12/19/23 to request update(s)
- NYSDEC Responded on December 19, 2023 requesting that the Town please provide *all* information in Tables A, B, F, and G (attached, NY-2A Revised 05/12/2023 with additional sampling)
 - TABLE A. EFFLUENT PARAMETERS FOR ALL POTWS
 - TABLE B. EFFLUENT PARAMETERS FOR ALL POTWS WITH A FLOW EQUAL TO OR GREATER THAN 0.1 MGD
 - TABLE F. WATER TREATMENT CHEMICAL LISTING
 - TABLE G. INDUSTRIAL DISCHARGE INFORMATION
 - There is only sampling required for Table A (two sections) & B. Table F. Water Treatment Chemicals and Table G. Industrial Discharge Information do not require sampling, and Delaware will fill them out
 - Please note the section on Analysis (Page 2, the General Instructions) that the lab will need to pay attention to select the appropriate test method
 - We plan to schedule a pre-sampling meeting to make sure that they fully understand what we need.
 - The lab, or Town, can forward us the results and we can fill in the tables
 - W&S Dept. is reviewing and will let us know when you would like to schedule this sampling
- We sent the list to Damon and Wayne on 12/20/23 and the Town conducted sampling on 1/17/24
- We are summarizing the results received (in Tables A, B, F & G)
- There are still sampling results pending
- There were some sample results received that used the incorrect standard testing method and will need to be redone (at no cost to the Town)
- The Town resampled the week of 3/25-3/29
- More sample results received on 04/29/24, some sample results are still missing, confirming with lab
- We need to estimate WTC list for the upgrade as well. Depends on permit flow limit

- **On-site Under Ground Fuel Tanks**

- There are two existing onsite fuel tanks, shown on the existing plans, that have been abandoned in place
 - Diesel Oil Tank – 1,000 gal. capacity (located near emergency generator)
 - Gasoline Tank – 500 gal. capacity (filled with sand, located in parking lot)
- No Town records of tanks being registered or formally closed
- The Town will need to get these tanks registered in order to fully close out and remove them (e.g., closure report and sampling, etc.)
- The only tank that requires registration is the gas tank. The diesel tank would not require registration if the gas tank was not there, but because of the gas tank, all tanks (above & below ground) onsite need to be registered
- Once the inground tanks are removed the other above ground tanks are not required to be registered
- There would be an initial \$300 registration fee, but DEC may come back for additional fee

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- based on all the missed years of registration
 - The tank registrations go in 5-year cycles, so the Town could owe \$300 for every five-year period that these tanks have existed (bases on Total Design Capacity of All Tanks at the Facility)
 - Given the age of the USTs per the record plans, there could be 8 or 9, five-year registration cycles that were missed. The Town could be looking at back registration fees of up to \$2,400.
 - Once the registrations of the tanks are processed, the Town would then submit a Tank Notification Closure Form whenever we know the schedule of the tank closing work
 - Delaware will continue to move forward with Damon on the missing application items and get the application ready to go, and recommended that the Town will need to pay \$300 in the near term to start the application review process, and may need to backpay for previous registration cycles at a cost of \$300 per 5-year cycle
 - **Therefore, if the Town would like to move forward with closure of the existing abandoned storage tanks, then we recommend that the Town Board:**
 - **Authorize the Town Director of Finance to issue a check payable to NYSDEC for \$300 for the existing underground fuel stage tank registration application**
 - **Delaware to pick up check from Cheryl and send into NYSDEC with the tank registration application form**
- Subcontract work
 - Financial Administration – Municipal Solutions, Inc. (WBE)
 - Subcontract executed 12/29/22 with Municipal Solutions, Inc for Financial Assistance Services to comply with NYSEFC requirements (e.g., MWBE, EEO, etc.)
 - Work to include NYSEFC program compliance, monthly/quarterly paperwork, etc.
 - Continuing to work with the Town on periodic NYSEFC filings and paperwork and with DE on MWBE & SDVOBE Utilization Plan items
 - Survey and Subsurface Utility Exploration - Shumaker (WBE)
 - Subcontract executed on 10/21/22
 - SUE contractor was onsite Wednesday Nov 2 thru Friday November 4, 2022
 - The surveyor was onsite November 7 thru November 9, 2022 for the initial topo and boundary survey work
 - Topo and boundary survey received 12/22/22
 - Geotechnical (borings and geotech report for new bldgs.) – Atlantic Testing (WBE)
 - Subcontract executed on 02/08/23
 - Boring work began 3/21/23 and continued during the week of 3/27/23.
 - DRAFT boring logs were provided on 05/12/23
 - Final geotechnical report provided on 9/22/23
 - Reproduction/Printing Services
 - Planning to use Constructive Copy (WBE) for repro of bid specs and drawings
 - Construction Cost Estimating (construction) – Trophy Point (SDVOBE)
 - Subconsultant agreement with Trophy Point Construction Services (SDOVBE) and Consulting for cost estimating services executed on 1/4/24
 - 40% Design drawings were submitted to TP on 2/9/24.
 - The 40%cost estimate was received on 3/27/24
 - Delaware reiewing estimate with Trophy Point

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- Mechanical/HVAC Design Review – Jade Stone (MWBE)
 - Retaining a MWBE firm to provide mechanical/HVAC design review
 - Peer review of HVAC design
 - Subcontract pending
- Other MWBE Subcontract's Pending
 - For Construction-Phase work – will seek as design nears completion
 - Construction Material Testing
 - Special Inspections

3. *Stevensville Water Project*

- **Actions for the Board to consider at today's meeting:**
 - **None**

- Construction and punch-list work complete
- Still waiting for Osterhoudt to return the maintenance bond for the project closeout package (last requested on 4/16/24)
- As-builts being prepared
- Construction certification planned to go out to NYSDOH with as-builts in May 2024
- Osterhoudt repaired a leaking water service on 12/19/23. The repair will be covered under the project 1-year maintenance bond which began on July 3, 2023. (maintenance bond is still pending from Osterhoudt). Some sort or restoration will need to occur in the spring.

More Detail below:

- **Contract TL2-E-2017 – Electrical.**
 - All work completed and paid out.
- **Contract TL2-G-2017 – General**
 - Water Storage Tank substantially complete June 2021 and paperwork previously processed.
 - **Remaining work for the Watermain, Swan Lake Crossing, and Well Field Improvements:**
 - New waterline has been in operation since late April 2023 and wellfield and other watermain work has been completed
 - **All contract work is substantially completed as of 05/31/23, the following punch list items associated with the Swan Lake Crossing were completed as of 9/29/23**
 - Insulation trim – **Complete**
 - Touch up galvanization paint for new base plates and support brackets – **Complete**
 - As-builts – **Complete**
 - **Project Completion (Substantial) – Watermain, Swan Lake Crossing, and Well Field Improvements Only** (Substantial Completion for Water Storage Tank accepted on June 7, 2021)
 - At the July 3 meeting the Town Board resolved to authorize the Town Supervisor to endorse the Certificate of Substantial Completion form for Contract No. TL2-G-17 – General with May 31, 2023 as the date of Substantial Completion for the Watermain, Swan Lake Crossing, and Well Field Improvements/non-water storage tank work and a final contract amount for Well Field Improvements/non-water storage tank work, of \$1,182,484 and a total final contract amount of \$2,378,660
 - Delaware has forwarded the Town-signed Certificate of Substantial Completion to the contractor for execution and requested project closeout paperwork (i.e., affidavit of release of liens for subcontractors and equipment suppliers, provide maintenance bond, etc.) on 07/5/23, and resent the Certificate of Substantial Completion (and Change Order No. 7) for execution on 9/22/23
 - The contractor returned the executed Certificate of Substantial Completion (and Change Order No. 7) on 10/13/23; we are still waiting for the maintenance bond from the contractor (last

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

requested on 3/15/24) and, when all items are in hand, we will assemble the project closeout package, including the final payment application and as-builts, and provide it to the Town, with a copy to the contractor.

- Osterhoudt confirmed the final subcontract amount with Rock Mtn. and sent info to Keough Consulting submitted proof of payment to NYSEFC Program Compliance (MWBE) on 4/25/24

- **Swan Lake Crossing at Lake Outlet**

- Osterhoudt was onsite during the weeks of April 17 and 24, 2023, completing the water main crossing, and successfully tested (disinfection and pressure) the new line
- Delaware submitted NYSDOH Certification of Completion for the crossing and received NYSDOH-District Office approval to put it on line when ready on April 21, 2023
- Delaware plans to submit a final Construction Certification for all contract work to be submitted with as-builts to NYSDOH – currently working on as-builts and will submit certification in the near future

- **Payment Request No. 10 (Final)**

- At the November 20, 2023 meeting the Town Board resolved to authorize the Finance Department to proceed to process Payment Application No. 10 (Final), to General Contract No. TL2-G-2017 for H. Osterhoudt Excavating, Inc. for the period ending October 13, 2023, in the amount of \$133,443.00 as requested by the contractor, including submittal of the payment request to NYSEFC for reimbursement, understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC, and contingent upon the receipt of the complete closeout package and all payment application items
- Final payment Check mailed to the contractor the week of 11/20/23

- **NYSEFC Final Short Term (ST) Loan Disbursement Request and Long Term (LT) Loan**

- LT Closing was completed on 12/6/22, Long-term funds became available for disbursement beginning on 12/8/2022

- **NYSEFC Document Collection**

- All documents have been submitted, with the exception of TAM's Subcontract Agreement with Turtle & Hughes, including the EEO Policy Statement and Lobbying Certificate.
- An explanation has been provided to NYSEFC that the prime contractor for the Electrical contract has indicated that there is no subcontract because Turtle & Hughes is a materials supply vendor. They only supplied material for this project. No comments or request back from NYSEFC since December 2022

4. Economic Development Water and Sewer Infrastructure Capacity Planning Study

- A draft/ most current revised version of the report of the report was provided to the Town Supervisor on 12/12/23, and to the Village Mayor and Dave B. on 1/17/24
- The Town is proposing a joint meeting in May 2024
- Met with Village DPW Supervisor on October 13, 2023
- Working to revise this ASAP with Dave Burke and then get to the Town for review
- Elm Street Well remediation and future use are key to this study
- Due to likely SPDES permit changes, study to review the ability of the Village WWTP to meet the new limits will also be added to the study recommendation – WWTP has adequate capacity for some additional flow/contributions without more upgrades.
- DE Staff held initial meeting with the Town (Frank and Damon) to review scope, current zoning, water, sewer, development projects, collaboration with Village, study products, and action items, etc. on November 14, 2022
- Met at Village Hall on February 7 with the Village (Mayor Joan, Judy, Lynn Barry, Dave Harman, Mark Kellam) and Town (Supervisor DeMayo and

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- Dean Farrand) with the focus on Village infrastructure and needs.
- Meeting summary was sent to Town and Village on 3/14/22
- Will involve planning staff as well as Town and Village water and sewer staff
- At the September 6, 2022 meeting the Board authorized the Town Supervisor to endorse the Economic Development Water and Sewer Infrastructure Capacity Planning Study, dated August 15, 2022 to conduct:
 - Economic Development Water and Sewer Infrastructure Capacity Planning Study
 - Update to Parksville Sewer Service Alternatives Study
 - Select Grant Writing

5. Swan Lake Sewer System Evaluation/I/I EPG

- **Board Action Required at Tonight's Meeting:**
 - Review EPG Document Checklist
 - **Review and consider adopting recommended Board Resolutions**
 - **Review and consider accepting Budget and Plan of Finance**
- Delaware submitted EPG application for up to \$50,000 in grant funding for I/I investigations, with commitment for a \$10,000 local match (20%) on August 11, 2023
- **This Project has been selected for award!!**
- On 2/15/24 the Town received notification from NYSEFC that the Town has been awarded a NYS Environmental Facilities Corporation (EFC) **Engineering Planning Grant (EPG)** for the project, **in an amount not to exceed \$50,000**, for the development of an engineering report to identify sources of inflow and infiltration, evaluate alternatives, and recommend improvements to the Town of Liberty's Swan Lake Sewer District. **This has a 20% local match (\$10,000) which the Town agreed to do in March 2023 if the grant was awarded.**
- At the March 4, 2024 meeting the Town Board resolved to:
 - Authorize the Town Supervisor confirm acceptance and intent to proceed with this project by completing and signing the Acknowledgement and Acceptance of EPG Grant Award Form and e-mailing it to epg@efc.ny.gov no later than March 8, 2024, and
 - Authorize the Town Clerk to publish the legal notice for Request for Qualifications for professional services for work associated with preparation of the Swan Lake Sewer District Engineering Report for the Sewer System evaluation
- The EPG Grant Acceptance Form was submitted NYSEFC by the Town Supervisor via email on February 22, 2024
- On March 13, 2024 NYSEFC provided the Town an EPG Checklist and supporting documentation to assist the Town in the process of entering into a Grant Agreement with EFC):
 1. **Board Resolutions:**

Submit signed, certified board resolutions in PDF format designating the authorized representative and local match amount. Sample Resolution Language is available. Type II SEQR resolutions are no longer required for Engineering Planning Grants.

 - Authorized Representative Resolution
Board resolution designating an Authorized Representative for the project
 - Local Match Resolution
Board resolution authorizing and obligating local match funds
- **Note: Similar resolutions were adopted by the Town at the March 30, 2023 meeting. NYSEFC updated the template/sample resolutions in March 2024, so we recommend that the Town adopt the updated resolutions**

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

2. Budget and Plan of Finance Form:

- Detailed budget and plan of finance including all prime contracts/agreements, in-kind services, third-party funding, and satisfaction of the minimum 20% local match requirement.

3. Executed Engineering Agreement (for action at the August 5, 2024 Meeting)

- All architectural and engineering contracts must be procured through a federally acceptable Request for Qualifications (RFQ) process, in accordance with 40 U.S.C 1101. All contracts must be signed by both parties and must contain the scope of work and fee.
- Architectural/Engineering Procurement Certification

• All checklist items due by August 31, 2024 (See anticipated schedule below)

• In order to remain eligible for these funds, the Town must enter into a Grant Agreement for the above project by September 30, 2024

• Therefore, if the Town would like to proceed with the project, then we recommend that the Town Board resolve to:

- **Adopt the attached Board Resolutions designating an Authorized Representative, and authorizing the local match for the Liberty (T) EPG 128719/Swan Lake Sanitary Collection System I/I Investigation as set forth in the attached subject resolution**
- **Accept the attached Budget and Plan of Finance Form**

• Professional Services RFQ

- Requires evaluating Request for Qualifications to facilitate selection for professional services to prepare the Engineering Report and associated activities
- At the March 4, 2024 meeting the Town Board authorized the Town Clerk to publish the legal notice for Request for Qualifications for professional services for work associated with preparation of the Swan Lake Sewer District Engineering Report for the Sewer System evaluation
- We plan to provide the Town with the A/E Procurement/RFQ Legal Notice and RFQ by May 6, 2024
- The Scoring Matrix, Scoring Summary, Resolution for Contract Award, A/E Procurement Certification for the RFQ will be provided next month

Next steps (May-June 2024)

○ Legal Notice & RFQ

- Delaware to provide legal notice and RFQ to Town Clerk by May 6, 2024
- Town Clerk to provide the legal notice to the Sullivan County Democrat by Wednesday May 8, 2024, for publication on May 10, 2024
- Deadline to submit statement of qualification (SOQ) is June 7, 2024

Next Steps (June-July 2024)

○ Statement of Qualification (SOQ)/RFQ Responses

- Delaware to provide Scoring Matrix to the Town Clerk by June 10, 2024
- Town Clerk to distribute a hardcopy of all responses and a Scoring Matrix for each response to

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

each Board member and Supervisor between June 10-14, 2024

- **Scoring & Evaluation Matrix (for each SOQ received)**
 - Town Supervisor to guide the Board through review/score professional services RFQ responses & make selection
 - Board & Supervisor – Review and score the SOQs for each of the firms using the *RFQ Scoring & Evaluation Matrix* (in advance of this meeting). Board members should be prepared to provide a total score for each of the responses

- **Scoring Summary**
 - Delaware to provide *RFQ Scoring Summary Table* in May-June 2024
 - Town Supervisor – Complete the *RFQ Scoring Summary* by totaling the scores for each firm from each board member and the Supervisor, to come up with a total score which will be used to compare the firms in question and form a basis for selection of a firm for contract award

- **Resolution for Contract Award (At the July 1, 2024 meeting)**
 - Delaware to provide *RFQ Resolution for Contract Award* in May-June 2024
 - Board & Supervisor – Review and act on *RFQ Resolution for Contract Award* for Engineering Services
 - **At the future meeting:** If the Town agrees to award the contract for A/E Services, then we recommend that the Town Board resolve to:
 - Adopt the attached *Resolution for A/E Services Award* for the Request for Qualifications (RFQ) for Engineering Services RFQ#1-2024 Town of Liberty EPG 128719/Swan Lake Sanitary Collection System I/I Investigation as set forth in the attached subject resolution
 - Town Clerk – Record results of the *RFQ Resolution to Award* for Engineering Services

- **A/E Procurement Documentation**
 - Delaware to provide *RFQ Procurement Documentation* in May-June 2024
 - Board & Supervisor – Confirm results of the *RFQ Procurement Documentation*
 - Town Clerk – Record results of the *RFQ Procurement Documentation*, and keep on file, and provide to NYSEFC if they ask for it, and authorize complete the *NYSEFC Certification for Architectural/Engineering Services Procurement* (to be provided in the future upon execution of contract)

- The anticipated schedule is as follows:
 - Adopt Board Resolutions..... March 23, 2023 (A)
 - Submit NYSCFA EPG Funding Application..... August 11, 2023 (A)
 - Award Announcement February 15, 2024 (A)
 - Award Letter received by Town February 16, 2024 (A)
 - Authorize the Town Clerk to publish the legal notice for RFQ..... March 4, 2024 (A)
 - Deadline to submit an executed Award Acceptance Form..... March 8, 2024 (A)
 - EPG Checklist of Supporting Documentation received by Town March 13, 2024 (A)

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

- Provide update to Town Board April 1, 2024 (A)
- Town adopts updated Board Resolutions and Plan of Finance May 6, 2024 (A)
- RFQ for A/E Procurement May - August 2024 (T)
 - Provide RFQ Documents to the Town May 6, 2024 (T)
 - Town to publish the legal notice May 10, 2024 (T)
 - Deadline to submit RFQ/SOQ June 7, 2024 (T)
 - Town Clerk to distribute and Board to review RFQs/SOQs June 10 – July 14, 2024 (T)
 - Town Board to score RFQ/SOQ and select firm (at Board meeting) July 1, 2024 (T)
 - Engineering Contract Submitted to Town by July 31, 2024 (T)
 - Execute Agreement with selected firm (at Board meeting) August 5, 2024 (T)
- Submit EPG Checklist & Supporting Documentation by August 16, 2024 (T)
- Deadline to submit EPG Checklist Supporting Documentation August 31, 2024 (T)
- Execute PFA September 2024 (T)
- Deadline to Execute Grant Agreement September 31, 2024 (T)
- Complete I/I Engineering Report October 2024-October 2025 (T)

- **Background**

- At the March 30, 2023 meeting the Town Board authorized the Supervisor to execute planning grant application with the NYS Environmental Facilities Corporation and authorization and appropriation of local match (minimum of 20% if the EPG grant is awarded).
- Delaware submitted EPG application for up to \$50,000 in grant funding I/I investigations, with commitment for a \$10,000 local match (20%) on August 11, 2023
- Digital copies forwarded to the Town Supervisor, Water and Sewer and Town Clerk on 08-31-23 – hard copy can be provided if requested.

6. Lead & Copper Rule Revisions service line inventory requirements, due October 2024

- Final FFY 2024 IUP Amendment No. 2 was issued in March 2024 with no changes
- However, based on the final IUP amendment, which was published by EFC in March 2024, it appears that the Town may not receive a grant
- The October 2024 inventory deadline remains
- The Town will need to continue to move forward with this recognizing that outside funding is unlikely
- Town should continue to organize information on lead services lines
- **Background**
- NYSDOH recently issued a draft amendment to the FFY2024 DWSRF IUP regarding the BIL Lead Service Line Replacement (BIL-LSLR) funding. Comments were accepted via e-mail until 5:00 p.m. on Friday February 16, 2024 to design@health.ny.gov
- The result of this submission was that the Town was determined by EFC to be eligible for funding under the BIL LSLI grant program.
- Grant funds for the program are limited, and it appears that a majority of the funding is scheduled to be awarded to large cities like NYC, Albany, and Rochester.
- Municipalities may provide comments to EFC, regarding the draft IUP amendment, before it is finalized.
- On February 14, 2024 Delaware provided a draft comment letter to help municipalities (the Town) comment on the draft IUP for EFC consideration.
- The Town Supervisor signed, and submitted, by email, to design@health.ny.gov on February 15, 2024
- While it is possible that these comments could result in funding being awarded to a greater variety of small eligible communities, it should be understood that there is no guarantee that that the Town will be one of them.
- **Funding Listing/Application:**
 - A report and listing form were finalized and submitted on 8/25/23 for a lead service line inventory project, covering the Town's seven water districts, to be considered for 100% grant funding through the BIL program administered by NYS DWSRF. PER and Listing form emailed to Town Supervisor and Damon on 8/25/23.
 - The estimated project cost is \$569,094.
 - If a grant is received, the project will be subject to federal and DWSRF requirements (e.g., MWBE, BABA, AIS, Davis Bacon, etc.).

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- [A copy of what was submitted \(i.e., engineering report and IUP listing form\) was submitted to the Town on August 28.](#)
- **DRAFT Funding Award Notification occurred in January 2024**
- **It is likely that this funding application was not successful**
- EFC and DOH hosted a webinar on the Lead Service Line (LSL) funding available through the Bipartisan Infrastructure Legislation (BIL).
 - Grants are only available to municipalities that meet the definition of a Disadvantaged Community (DAV). If a client is not a DAV, then they will only get subsidized financing
 - In order to qualify for BIL Lead Service Line grant funding (inventory or replacement), a municipality needs to have a 2021 MHI that is less than 80% of the regionally-adjusted State MHI. The Town of Liberty Qualifies for this.
 - DAV eligibility applies to both inventory and replacement projects. DAVs can get up to 100% grant funding (\$2M max) for inventory projects, and up to 70% grant funding (\$10M max) for replacement projects.
 - You can only apply for LSL replacement funding for locations where the number and location of LSL are known and verified, even if it is just a targeted area. However, if you are requesting replacement funding, then the entire line (public and private portion) must be replaced.
 - You can apply for both inventory and replacement projects simultaneously, but with separate applications. For example, in the Village of Catskill there are some known locations of lead service lines associated with a water main replacement project that is in the planning stages, but they still need to complete a community-wide LSL inventory before the DOH October 2024 deadline.
 - You may be able to "piggy-back" a LSL replacement project with a water main replacement project that is anticipated to receive DWSRF funding, but only if the two projects can be kept completely separate. They are two different sources of funds with different reporting requirements and must be tracked separately.
 - A/E Procurement Requirements will apply, just like every other BIL-funded project. Procurement doesn't need to happen before an application is made, but it would make sense to get that out of the way while we wait for news on any grant awards so we can hit the ground running.
 - The application process for both project types is the same. No authorizing resolution is needed, just a completed DWSRF listing form and a brief Engineering Report. Engineering report templates are being worked on. Deadline is August 25.
- Town applied for a grant for the inventory this round, and may apply for replacement in subsequent rounds

7. *Swan Lake WWTP USEPA Administrative Compliance Order*

- **On 2/20/24 USEPA issued formal closeout of the administrative order, see February 20, 2024 USEPA Town of Liberty**
 - USEPA had minor comments on the O&M Manual, mostly related to figures that would need to be updated annually (e.g., annual budgets, capital and O&M units) and other minor wording recommendations
 - Ideally the Town wants develop the document so it can stand on its own, without having to make too many edits over the years.
 - **Delaware updated the O&M Plan with the Town, and delivered hard copies to the Town on 4/18/24 and transmitted the updated and final version via email on 4/30/24 to the Town and USEPA**
- **Background**
- Working with the Town to develop written O&M procedures for its Sanitary Sewer System SSS in accordance with EPA's Attachment entitled "EPA Region 2's Recommendations Concerning Written Sanitary Sewer System Operation and Maintenance Procedures."
- Provided with the EPA correspondence was an attachment with EPA's recommendations for written O&M procedures and O&M manual Template for the Town to get an idea of what others have developed.
- Needs to be submitted to EPA, with a copy to NYSDEC, by February 1, 2024
- **A draft response letter, and enclosures for the Town review and comment on 1/24/24.**
- **We worked with the Town to finalize the response letter, and enclosures, and submitted to USEPA (and NYSDEC) on Wednesday 1/31/24**

8. *Sherwood-Roth Booster Pump Replacement*

- **Town Director of Finance issued purchase order to Wittcon on 4/17/24 (contract award)**
- **Pump submittal submitted, reviewed and was returned approved and on 4/23/24**
- **Construction schedule pending**
- **Background**
- In the fall of 2023 Damon obtained three quotes for the Sherwood-Roth Booster Pump Replacement work
- Anticipated costs exceeded standard bidding requirements under General Municipal Law § 103

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- *All contracts for public work involving an expenditure of more than \$35,000 and all purchase contracts involving an expenditure of more than \$20,000 must typically be awarded to the lowest responsible bidder after advertisement for sealed bids.*
- Damon asked us for help preparing a mini specification to put this out to bid
- We have generated a Legal Notice/Advertisement for Bids (required by GML§ 103) and Request for Bids (RFB) package
- The Legal Notice appeared in Friday's 1/26/24 edition of the Sullivan County Democrats (SCDC) with bids due on Friday 2/16/24
- It is anticipated that the Board will review bids at the February 21 meeting
- At the February 21, 2023 meeting the Town resolved to:
 - Award the Contract No. TL1-G-21 – General Construction for the Sherwood-Roth Booster Pump Replacement Work to Wittcon, Inc. for the low bid price of \$41,000, contingent upon
 - Authorize the Town Clerk to issue a Purchase Order to Wittcon, Inc. awarding the Sherwood-Roth Booster Pump Replacement to Wittcon, Inc. for a price of \$41,000, directing Wittcon to proceed with the work and to follow up with submittals for review as soon as possible
 - Authorize the Town Supervisor and Clerk to execute the necessary paperwork (e.g., purchase order, pay requests etc.), for contract initiation and completion of the work

9. Ferndale Rd/Ferndale Loomis Road Intersection Waterline Crossing

- **Board Action Required at Tonight's Meeting:**
 - Review status

Background

- The barrier that protects the waterline crossing from traffic traveling south-east on the Ferndale Loomis Road (Steep Grade) has been struck by larger vehicles three time since 2021. See photos and plan (attached)
- In the most recent event, the impact moved the barrier so that it is now touching the piping, and may have moved the vertical section of waterline out of alignment. It appears that the barrier may be cast around the vertical segment of pipe. See detail on plan (attached)
- **In its current state it seems stable but it might break the line if it sustains another impact**
- The Town Highway Department has worked with the County to place "Steep Grade" signs at the top of the Ferndale Loomis Road
- Damon and Cheryl have asked us to work with the Town to provide a recommendation for repair and get costs/proposals to complete the repairs, that will be submitted to the insurance company of the business/motorist at fault
- The nearby County bridge and guiderails sustained significant damage in the two recent events, the County wishes to repair the bridge structure and replace the guiderail this season before the traffic in that area increases
- At this time, the recommended repair would be to isolate and shut down the crossing, demo existing barrier, and install a new barrier that is similar to the existing (due to limited space). It is unlikely that the work required to complete repair (demo existing and cast new barrier) will be able to be completed without shutting down the line, and would be without service, for possibly up to a month
- Need to review and confirm with the Town Water & Sewer Dept:
 - What needs to be done to shut that line down?
 - Is there a secondary supply?
 - If no secondary supply, how long can this line be down for?
- The County is considering the possibility of working with the Town to complete the necessary repairs through an intermunicipal agreement (IMA) with the Town, but may ultimately decline considering the close proximity to the Town's waterline

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

10. Attachments

- EPG 128719 Swan Lake Sanitary Collection System I/I Investigations
 - Checklist of Supporting Documents Needed for Grant Agreement
 - Resolution for Authorization for a Designated Representative to Execute Grant Agreement and Appropriation of Local Match
 - Budget and Plan of Finance Form
- Ferndale Rd/Ferndale Loomis Road Intersection Waterline Crossing Photos and Plan

NEW BUSINESS

APPROVAL OF MINUTES

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

- Regular Monthly Mtg. 3/18/24

Motion: Councilmember John Lennon
Seconded: Councilmember Sherri Kavleski
5 AYES Carried

APPROVAL OF VOUCHER FOR GREY'S WOODWORKS FOR SHED FOR PARKS & REC.

The Town Board does hereby authorize payment of voucher for Grey's Woodworks in the amount of \$13,487.00 to purchase a storage shed for Parks & Recreation.

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL OF VOUCHER FOR FIDEL OLIVARES FOR HIS BAND AT CINCO DE MAYO

The Town Board does hereby authorize payment of voucher for Fidel Olivares in the amount of \$500.00 for the band Costa Mix for Cinco De Mayo on 5/4/24.

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL OF VOUCHER FOR NYSDEC FOR PETROLEUM BULK STORAGE TANK

The Town Board does hereby authorize payment of voucher for NYSDEC in the amount of \$300.00 for application fee for petroleum bulk storage tank.

Motion: Councilmember John Lennon

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL OF VOUCHER FOR SULLIVAN COUNTY CLERK'S OFFICE FOR RECORDING FEES FOR LAPOLT PARK

The Town Board does hereby authorize the payment of voucher for Sullivan County Clerk's Office in the amount of \$320.00 for recording and filing fees for LaPolt Park.

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL OF VOUCHER FOR POLEY PAVING FOR BOYD RD. CONSTRUCTION

The Town Board does hereby authorize payment of voucher for Poley Paving in the amount of \$3,301.25 for Boyd Rd. reconstruction TL2-G-2024.

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL OF VOUCHER FOR DELAWARE ENGINEERING WSS PHASE 10 (MARCH)

The Town Board does hereby authorize payment of voucher for Delaware Engineering in the amount of \$8,451.10 for additional design services for WSS Water District Phase 10 improvements (March).

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL OF VOUCHER FOR DELAWARE ENGINEERING WSS PHASE 10 (APRIL)

The Town Board does hereby authorize payment of voucher for Delaware Engineering in the amount of \$5,661.91 for additional design services for WSS Water District Phase 10 improvements (April).

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

SUPERVISOR AUTHORIZED TO EXECUTE ENGINEERING PLANNING GRANT AGREEMENT WITH NEW YORK STATE ENVIROMENTAL FACILITIES CORPORATION

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

BE IT RESOLVED, the Town Supervisor is hereby authorized to execute an Engineering Planning Grant (EPG) Agreement with the New York State Environmental Facilities Corporation (NYS EFC) and any and all other contracts, documents, and/or instruments necessary to facilitate the EPG project referenced herein and to fulfill the Town of Liberty's obligations thereunder.

Authorization and Appropriation of Local Match

*Local match is a minimum of 20% of the total EPG grant award.

NOW, THEREFORE, BE IT RESOLVED, the Town of Liberty hereby authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the Liberty (T) EPG 128719/Swan Lake Sanitary Collection System I/I Investigations in the amount of \$10,000 and based upon the total EPG Grant award of \$50,000

BE IT FURTHER RESOLVED, the source of the local match, and any amount in excess of the required match shall be provided by the Town's Sewer Fund.

The question of the adoption of the foregoing resolution was duly put to a vote on roll

call, resulting as follows:

Supervisor Frank DeMayo	voting	AYE
Councilmember Dean Farrand	voting	AYE
Councilmember John Lennon	voting	AYE
Councilmember Vincent McPhillips	voting	AYE
Councilmember Sherri Kavleski	voting	AYE

The resolution was thereupon declared duly adopted.

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

AWARD OF STONE BID

The Town Board does hereby award the stone bid to the following that are highlighted:

STONE BID 4/25/24	R&H Gorr, Inc 14 Hortonville Main St. Callicoon, NY 12723	JKN Trucking, Inc 86 Ridge Road Marlboro, NY 12542	Callanan Industries, Inc PO Box 15097 Albany, NY 12212
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	DELIVERED	FOB	DELIVERED	FOB	DELIVERED	FOB
#1A (Limestone)	N/B	N/B	38.25	N/B	N/B	N/B
#1A (Ledge Rock)	34.18				35.40	28.50
#1	23.36				23.50	16.70
#1B	21.95				24.30	17.50
#2	22.18				22.65	15.85
#3	21.80				22.30	15.50
#4	21.80				N/B	N/B
Crusher Run	16.70				18.65	11.85
#1 & #2 50/50 Ledge Rock	22.58				23.50	16.70

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

<i>Ledge Stone Sand</i>	21.95			20.30	13.50
<i>Surge Stone-Non DOT</i>	17.15			18.70	11.90
<i>Light Stone Fill</i>	22.10			23.00	16.20

Motion: Councilmember Vincent McPhillips
 Seconded: Supervisor Frank DeMayo
 5 AYES Carried

SUPERVISOR AUTHORIZED TO EXECUTE THE 2024 SULLIVAN 180 MUNICIPAL PARTNERSHIP GRANT IN THE AMOUNT OF \$7,000

The Town Board does hereby authorize the Supervisor to execute the 2024 Sullivan 180 Municipal Partnership Grant in the amount of \$7,000 to support the seasonal care of public spaces throughout the Town and installation of murals in Parksville.

Motion: Councilmember Dean Farrand
 Seconded: Councilmember John Lennon
 5 AYES Carried

SUPERVISOR AUTHORIZED TO EXECUTE INTER-MUNICIPAL AGREEMENT BETWEEN THE VILLAGE OF LIBERTY, NEW YORK, AND THE TOWN OF LIBERTY, NEW YORK, RELATIVE TO THE VILLAGE PROVIDING SEWER SERVICE TO A NEW SEWER DISTRICT TO BE CREATED BY THE TOWN OF LIBERTY NEW YORK WHICH SHALL INCLUDE ONLY TOWN OF LIBERTY TAX MAP PARCEL NO. 26.-1-59

WHEREAS, the Village and the Town are empowered to enter into inter-municipal Agreement pursuant to Article 5-G of the General Municipal Law; and

WHEREAS, the Village has sewer capacity in excess of that needed by the residents of the Village; and

WHEREAS, 2514 Route 52 Property Co., LLC owns Town of Liberty tax map parcel no.26.-1-59 and desires to construct a hotel, homes for sale, and homes for rental on Town of Liberty tax map parcel no. 26.-1-59; and

WHEREAS, the Town intends to create a new sewer district which shall encompass solely Town of Liberty tax map parcel no. 26.-1-59, which is presently owned by 2514 Route 52 Property Co., LLC; and

TOWN BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 05/06/24
 TIME: 6:30PM

WHEREAS, the Town is desirous of the new sewer district it will create to purchase sewer service, as an outside user, from the Village and the new sewer district then providing that sewer service to the developer of Town of Liberty tax map parcel no. 26.-1-59; and

WHEREAS, the Town has requested that the Village adopt new outside user rates for sewer service for outside users for the new sewer district that the Town intends to create, with incentives in the form of lower per gallon rates for projects or developments which create jobs; and

WHEREAS, the Village is agreeable to adopting new sewer outside user fees for projects or developments in the new sewer district with incentives in the form of lower per gallon rates for projects or developments which create jobs, on condition that the Town create the new sewer district which shall encompass solely Town of Liberty tax map parcel no. 26.-1-59 and on the terms and conditions of this Agreement;

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

1. (a) In the event that the Town creates the new sewer district which encompasses solely Town of Liberty tax map parcel no. 26.-1-59, the Village shall adopt new outside user rates (i.e., outside district user rates) for sewer service which will be supplied to the new sewer district, with incentives in the form of lower per gallon rates for projects or developments which create full-time jobs, as follows:

Sewer Outside User Rates

<u>Jobs created</u>	<u>Discount from Difference Between Outside User Rate and Inside User Rate</u>
0	0
5-10	25%
11-25	50%
26-50	75%
51-100	100%

(b) As an illustration, the present sewer outside user rate is \$13.38/1000 gallons and the present inside user rate is \$8.58/1000 gallons. If the developer is creating 8 jobs, the discount would be 25%. The difference between the outside and inside sewer user rates is \$4.80/1000 gallon, so the discount per 1000 gallons would be \$1.20/1000 gallons and the rate per 1000 gallons would be \$ 12.18.

(c) The discount shall apply to the jobs which the developer indicates will be created and shall continue for so long as the developer maintains such number of created jobs. The number of full-time jobs maintained for the prior year (see "1[i]" below) shall be the actual average full-time employees, which shall

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

be determined by adding the actual full-time employees in each month of the applicable year prior to the Reporting Date ((see "1[j]" below) and dividing such sum by twelve (12). In the event that the number of jobs created is not maintained at that level and is reduced below the level for which the initial discount has been provided, the Village shall be entitled to immediately apply the discount applicable, if any, to the reduced number of jobs.

(d) The aforesaid outside user rates shall apply to the number of jobs created by the developer, regardless of whether the developer is the actual outside user. Thus, if the developer of Town of Liberty tax map parcel no. 26.-1-59 creates jobs for which the above formulas would require a discount of the outside user sewer rate, the discount shall be applied even though the outside user will be the new sewer district to be created by the Town, which shall then be providing the sewer to the developer of Town of Liberty tax map parcel no.

(e) The new Town sewer district shall not charge the developer of Town of Liberty tax map parcel no. 26.-1-59 a rate for sewer service different than that charged by the Village to the new Town sewer district. Notwithstanding the foregoing, the Town sewer district may increase the charge to the developer solely on account of operation and maintenance expenses and/or capital costs of the sewer district. The new Town sewer district shall be limited solely to Town of Liberty tax map parcel no.26.-1-59, upon which there shall only be one integrated development of a hotel, homes for sale, and homes for rental. This Agreement and the obligation of the Village to provide the discounted sewer rates shall be terminable by the Village in the event that Town of

Liberty tax map parcel no. 26.-1-59 is not developed as one integrated development with a hotel, homes for sale, and homes for rental.

(g) The Town and new Town sewer district shall be required to pay for all costs and fees associated with (i) extending any sewer mains or lines from the Village's existing mains or lines to Town of Liberty tax map parcel no. 26.-1-59 (or the new sewer district, as applicable) and all repairs and maintenance associated with such extended lines after they are installed, (ii) replacing, improving, repairing and maintaining any sewer lines or mains necessary (as determined by the Village in its sole discretion) for proper, safe and uninterrupted service to be provided, (iii) purchasing and installing any pumps or pump stations required to ensure proper, safe and uninterrupted service, and (iv) any engineering and/or legal work incurred in connection with any of the foregoing.

(h) The Village shall retain the right to change its inside and outside sewer rates from time to time, as the Village believes is appropriate. The above discounted sewer rates shall apply to the difference between the inside and the outside user rates in effect at the time.

(i) In order to assure compliance with the fulltime employment requirements (see "1 [a]" above), the developer shall file with the Village, not later than of each year (the "Reporting Date"), a statement certified under oath setting forth the fulltime employees employed by the developer in connection with the one

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

integrated development of a hotel, homes for sale, and homes for rental on Town of Liberty tax map parcel no. 26.-1-59 for the preceding year prior to the Reporting Date. Such statement shall contain such additional information as the Village may reasonably request. The developer shall make available to the Village such information as it may request to verify the information provided to the Village including, but not limited to, State and Federal employment tax forms and payroll records of the developer. The failure of the developer to timely file such statement may, in the discretion of the Village, permit the Village to immediately charge the new Town sewer district the full sewer outside user rate.

2. As an outside user, the new Town sewer district shall remain subject to the requirement that, in the event that the Village needs sewer capacity for Village residents and there is insufficient capacity for such use, the Village shall be entitled to reduce the amount of, or if necessary, terminate, sewer service to the new sewer district in order that there be sufficient capacity for Village residents. In the event that the Village anticipates that the total sewage treatment capacity will be exceeded by the

Village or its inhabitants and it is a possibility that the new Town sewer district will be disconnected by the Village from the ability to have its sewage treated and disposed of by the Village sewage treatment plant pursuant to this Agreement (see Village Law § 14-1404), the Village shall provide the new Town sewer district no less than eighteen (18) months' notice of such possibility so that the new Town sewer district can explore other options for the treatment and disposal of the sewage which would otherwise be treated and disposed of pursuant to this Agreement. In addition, the new Town sewer district shall have the right, up to two (2) times per year, to request and receive from the Village the average daily amount of sewage treatment capacity (in gallons) being used at that time.

2. The term of this Agreement shall be for five (5) years.

3. This Agreement constitutes the entire and exclusive agreement between the Town and the Village concerning the subject matter herein and therein and supersedes any prior or contemporaneous oral or written agreements or understandings.

4. Neither this Agreement nor any provision thereof may be modified, amended, changed, altered, supplemented, waived, terminated, cancelled or rescinded, except by a writing executed by the parties hereto or as otherwise expressly and specifically provided for in this Agreement. No waiver of any term or provision of this Agreement shall in any way affect any other term or condition of this Agreement or constitute a cause or excuse for a repetition of such or any other breach unless the waiver shall include the same.

5. This Agreement shall be binding on and inure to the benefit of the respective successors, assigns, and personal representatives of the parties.

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

6. This Agreement shall be deemed to have been mutually drafted and shall be construed fairly and in accordance with its terms. No party shall be entitled to any presumption or construction in such party's favor as a result of any party assuming the

7. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Faxed or e-mailed signatures to this Agreement shall be binding for all purposes.

8. This Agreement shall be governed by the internal laws of the State of New York applicable to agreements entered into and to be wholly performed within the State of New York, without regard to conflict of law principles. The parties agree that any legal action or proceeding may only be brought in the Supreme Court of the State of New York, Sullivan County sitting without a jury, which each party voluntarily waives the right to request or receive.

9. Any and all notices required hereunder shall be addressed as follows, or to such other address as may hereafter be designated in writing by either party hereto:

Motion: Councilmember Vincent McPhillips
Seconded: Councilmember Dean Farrand
5 AYES Carried

SUPERVISOR AUTHORIZED TO EXECUTE MEMORANDUM OF AGREEMENT BETWEEN CORNELL COOPERATIVE EXTENSION SULLIVAN COUNTY AND THE TOWN AND VILLAGE OF LIBERTY FOR (9) PORTABLE PEDESTRIAN SAFETY CROSSING SIGNS

The Town Board does hereby authorize the Supervisor to execute Memorandum of Agreement between Cornell Cooperative Extension Sullivan County and the Town and Village of Liberty, for (9) portable pedestrian safety crossing signs.

Motion: Councilmember Vincent McPhillips
Seconded: Councilmember John Lennon
5 AYES Carried

SUPERVISOR AUTHORIZED TO EXECUTE MEMORANDUM OF AGREEMENT BETWEEN CORNELL COOPERATIVE EXTENSION SULLIVAN COUNTY AND THE TOWN AND VILLAGE OF LIBERTY

The Town Board does hereby authorize the Supervisor to execute Memorandum of Agreement between Cornell Cooperative Extension Sullivan County and the Town and Village of Liberty, for (6) dog stations.

Motion: Supervisor Frank DeMayo
Seconded: Councilmember Dean Farrand

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

5 AYES Carried

APPROVAL OF PAYMENT FOR T.J.E LANDSCAPING, INC. TO PICK UP, DELIVER AND PLANT (2) PIN OAK TREES IN THE AMOUNT OF \$2,350

Approval of payment to T.J.E. Landscaping, Inc. to pick-up, deliver and plant (2) pin oak trees in the amount of \$2,350 from monies donated by Maurice Gerry and the balance from the Town of Liberty. The trees will be planted at the Liberty Elementary School, Liberty, NY.

Motion: Councilmember Vincent McPhillips
Seconded: Supervisor Frank DeMayo
5 AYES Carried

ACCEPTANCE OF RESIGNATION FROM MATTHEW MACARTHUR FROM THE WATER & SEWER DEPT EFFECTIVE 4/26/24

The Town Board does hereby accept the resignation from Matther MacArthur from the Water & Sewer Department effective 4/26/24. Councilmember Vincent McPhillips requested an exit interview.

Motion: Councilmember Dean Farrand
Seconded: Councilmember John Lennon
5 AYES Carried

APPROVAL TO NAME PRIVATE ROAD/DRIVEWAY LOCATED ON RADCLIFF ROAD IN FERNDALE, NY SBL #48.-2-6 AS "CHICKADEE LANE" FOR USE WITHIN THE 911 ADDRESS SYSTEM FOR SULL. CO.

The Town Board of the Town of Liberty does hereby name private road/driveway located on Radcliff Rd., Ferndale, NY, SBL #48.-2-6, as "Chickadee Lane" for use within the 911 Address System for Sullivan County.

Motion: Supervisor Frank DeMayo
Seconded: Councilmember John Lennon
5 AYES Carried

SET PUBLIC HEARING FOR THE SUBMISSION OF APPLICATION FOR THE EMPIRE STATE DEVELOPEMNT FOR FINANCIAL ASSISTANCE UNDER THE RESTORE NY COMMUNITIES INITIATIVE ON 5/20/24

The Town Board of the Town of Liberty does hereby schedule a Public Hearing for 5/20/24 at 6:50 p.m. in the Liberty Senior Center located at 119 N. Main Street. The purpose of the hearing is to obtain citizens'

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

views and comments relative to the submission of an application to Empire State Development for financial assistance under the Restore NY Communities Initiative.

WHEREAS the Town of Liberty is eligible for grant funding under Round [8] of the Restore NY Communities Initiative Municipal Grant Program, and

WHEREAS the Town Board of the Town of Liberty has selected 2 Main Street Parksville and 29 Main Street Parksville to be included in an application that will be submitted to Empire State Development Corporation (ESDC) as follows:

Redevelopment of 2 Main Street in Parksville, NY. This project will rehabilitate an abandoned 1,485 square foot former synagogue into a community-oriented arts space and events venue in our service commercial zone. Second, the redevelopment of 29 Main Street in Parksville, NY. This project will rehabilitate 5,902 square feet of vacant property into Marlowe and Eddie's, a community market focused on food, provision, and hospitality in our service commercial zone.

WHEREAS this project is consistent with all existing local plans, the proposed financing is appropriate for the project, the project will facilitate effective and efficient use of existing and future public resources so as to promote both economic development and preservation of community resources and the project develops and enhances infrastructure and/or other facilities in a manner that will attract, create and sustain employment opportunities in the Town of Liberty.

NOW THEREFORE BE IT RESOLVED that the Town Board hereby supports and will sponsor an application for Restore NY funding for both 2 Main Street and 29 Main Street in Parksville, NY and will administer the grant in accordance with all applicable rules and regulations established by ESDC, and

BE IT FURTHER RESOLVED that the Town Supervisor is authorized to sign the applications and any agreements required by ESDC for grant funding that results from the application

Motion: Councilmember Vince McPhillips
Seconded: Councilmember John Lennon
5 AYES Carried

BID DATE SET FOR CLEAN-UP OF 334 OLD LOOMIS ROAD ON 6/6/24

The Town Board does hereby set a bid date for the clean-up of 334 Old Loomis Road, SBL # 35.-1-26 on 6/6/24 at 11:00 a.m. in the Town Clerk's Office, 120 North Main Street, Liberty.

Motion: Councilmember Dean Farrand
Seconded: Supervisor Frank DeMayo
5 AYES Carried

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

NOMINATION FOR MEMBER & ALTERNATE MEMBER TO COALITION OF WATERSHED TOWNS EXECUTIVE COMMITTEE

The Town Board does hereby nominate Ric Coombe from Town of Neversink as a member and Scott Grey from Town of Neversink as an alternate member, both for two-year terms to the Coalition of Watershed Towns Executive Committee.

Motion: Councilmember Dean Farrand
Seconded: Supervisor Frank DeMayo
5 AYES Carried

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

The Town Board of the Town of Liberty does hereby request with the submittal of a completed TE-9 that the County of Sullivan Department of Public Works request the State of New York Department of Transportation to establish a lower speed limit on Devany Rd. TR 23, from CR 71 to CR 74.

Motion: Councilmember Dean Farrand
Seconded: Supervisor Frank DeMayo
5 AYES Carried

SPECIAL MEETING FOR 5/28/24 AT SWAN LAKE FIREHOUSE AT 6:30 P.M.

The Town Board of the Town of Liberty does hereby set a special meeting on 5/28/24 at Swan Lake Firehouse at 6:30 p.m. to discuss the Swan Lake Sewer Plant.

Motion: Councilmember Dean Farrand
Seconded: Councilmember John Lennon
5 AYES Carried

BID DATE SET FOR BUILDING/ASSESSOR OFFICE RESTORATION ON 6/6/24

The Town Board does hereby set a bid date for the Building/Assessor Restoration on 6/6/24 at 11:00 a.m. in the Town Clerk's Office, 120 North Main Street, Liberty.

Motion: Councilmember Dean Farrand
Seconded: Councilmember John Lennon
5 AYES Carried

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

DISCUSSION

1. LCI Lake Water Quality Summary-Lake at Swan Lake-On our website www.townofliberty.org
2. Town of Fallsburg Public Hearing-Solar Field-Cross Farm Road

UNDER REVIEW

1. Drilled wells with a yield of less than 5 GPM.
2. Training & Recommendations policy- Planning & Zoning
3. Shipping Containers
4. Fence In/Fence Out
5. AIRBNB
6. Solar
7. County Water / Sewer Study.

IN PROGRESS

1. Converting and moving the Building Department and the Assessor's Office to the Park & Recreation Building.
2. Fines
3. Empty Lot in Parksville
4. Illegal dumping of garbage
5. Delaware Town/Village Water Sewer Study
6. Lead Service Line Inventory
7. Walnut Mt. Pavilion.

PUBLIC PARTICIPATION

Brandon Sterling

- Bringing presentation to Town Board-Otto Hillig

Manny Steinberg

- Issue with neighbor's dogs biting numerous times-Spoken with police and DCO Joanne Gerow trying to rectify the situation before having to go to court.

BOARD DISCUSSION

Councilmember Vincent McPhillips

- HR Situation

Councilmember John Lennon

- Recommendation for HR

Councilmember Dean Farrand

TOWN BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 05/06/24
TIME: 6:30PM

- Cinco De Mayo-Great Day
- Water Survey-20% response from DEC
- Well data on our map-ask County
- Report on DAM-Need to be informed

Councilmember Sherri Kavleski

- LitterPluck-Need more no dumping signs
- Bike Race at Walnut-Nice Event

Supervisor Frank Demayo

- Schedule joint meeting in June with the Village re the sewer & comp plan w/ Peter Manning
- Cinco De Mayo-Amazing Day
- Sullivan 180-Cleaned Trails

EXECUTIVE SESSION

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

Motion: Supervisor Frank DeMayo
Seconded: Councilmember John Lennon
5 AYES Carried

OUT OF EXECUTIVE SESSION

The Town Board does hereby come out of Executive Session at 9:02 p.m.

Motion: Councilmember John Lennon
Seconded: Supervisor Frank DeMayo
5 AYES Carried

ADJOURN

The Town Board does hereby adjourn the meeting at 9:03 p.m.

Motion: Councilmember Dean Farrand
Seconded: Councilmember Sherri Kavleski
5 AYES Carried

PUBLIC HEARING –RESTORE NY ROUND 8
TOWN OF LIBERTY TOWN BOARD
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 5/20/24
TIME: 6:50 P.M.

At the Public Hearing for Restore NY Round 8 held on 5/20/24 at 6:50 p.m., the following were present:

PRESENT:

Supervisor Frank DeMayo
Councilmember Dean Farrand
Councilmember Vincent McPhillips
Councilmember John Lennon
Councilmember Sherri Kavleski

ABSENT:

RECORDING SECRETARY:

Town Clerk Laurie Dutcher

ALSO PRESENT:

Town Attorney Kenneth Klein
Confidential Secretary Nick Rusin
Finance Director Cheryl Gerow
Derek Kirk of Sull. Co. Democrat
Rob Eggleton Town of Rockland Supervisor
Rob Gauchat of Solar Liberty
Mike & Cora Edwards

PLEDGE OF ALLEGIANCE

PUBLIC HEARING-Restore NY Round 8

At a Public Hearing of the Town Board of the Town of Liberty held on 5/20/24 at 6:50 p.m. at Senior Center, 119 North Main Street, Liberty, New York to hear oral and written comments from concerned citizens on the Restore NY Round 8 Grant.

On a motion by Councilmember Dean Farrand and seconded by Councilmember John Lennon the Public Hearing was called to order at 6:50 p.m.

No one wished to be heard and no written comments were received.

Public Hearing closed 7:00 p.m.

Motion: Supervisor Frank DeMayo
Seconded: Councilmember John Lennon
5 AYES Carried

TOWN OF LIBERTY BOARD MEETING
119 NORTH MAIN STREET, LIBERTY, NY 12754

DATE: 5/20/24

TIME: 6:50 PM

At the Regular Meeting of the Town Board of the Town of Liberty held on 5/20/24 at 6:50 p.m., the following were present:

PRESENT:

Supervisor Frank DeMayo
Councilmember Dean Farrand
Councilmember Vincent McPhillips
Councilmember John Lennon
Councilmember Sherri Kavleski

ABSENT:

RECORDING SECRETARY:

Town Clerk Laurie Dutcher

ALSO PRESENT:

Town Attorney Kenneth Klein
Confidential Secretary Nick Rusin
Finance Director Cheryl Gerow
Derek Kirk of Sull. Co. Democrat
Rob Eggleton Town of Rockland Supervisor
Rob Gauchat of Solar Liberty
Mike & Cora Edwards

PLEDGE OF ALLEGIANCE

CORRESPONDENCE

INCOMING

1. Notification of the Liberty Central School District Budget Vote on 5/21/24.
2. Correspondence from the Sullivan County Long Beards regarding the Veteran's Memorial Monument located in Parksville.
3. Correspondence from the Liberty Fire Department regarding activated fire alarms in the Town & Village of Liberty for the month of April 2024.
4. Correspondence from the Sullivan County Agriculture & Farmland Protection Board regarding the NYS Agricultural District 30 Day Window.
5. Correspondence from the Sullivan County Community Cupboard regarding the Farm to Food Pantry Program.
6. Email from Heather Brown, Commissioner of the Division of Planning, Community Development and Environmental Management regarding Old Rt. 17 Corridor Meeting.

TOWN OF LIBERTY BOARD MEETING
119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 5/20/24
TIME: 6:50 PM

7. Correspondence from Nancy Levine regarding Swan Lake.

OUTGOING:

1. Correspondence sent by Supervisor DeMayo to Andrew Kalter at the New York State Department of Health regarding a notice of violation for White Sulphur Springs Water District.

ACCEPTANCE OF INCOMING CORRESPONDENCE

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

Motion: Councilmember John Lennon
Seconded: Supervisor Frank DeMayo
5 AYES Carried

ACCEPTANCE OF OUTGOING CORRESPONDENCE

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

Motion: Supervisor Frank DeMayo
Seconded: Councilmember Sherri Kavleski
5 AYES Carried

PRESENTATION-LIBERTY SOLAR

Rob Gauchat gave a presentation about Solar Liberty. Solar Liberty is doing a project on Fishman Rd. located in the Town of Liberty but owned by the Town of Rockland. Mr. Gauchat gave a very detailed presentation and answered any questions that the board or the residents had. The board thanked both of them and will discuss the project at a later time.

NEW BUSINESS

APPROVAL OF THE MONTHLY REPORTS

The Town Board does hereby approve the following monthly reports:

- Town Clerk's Report 4/24
- Revenue & Expense Report 4/24
- Supervisor's Report 4/24

Motion: Councilmember John Lennon
Seconded: Councilmember Sherri Kavleski
5 AYES Carried

TOWN OF LIBERTY BOARD MEETING
119 NORTH MAIN STREET, LIBERTY, NY 12754

DATE: 5/20/24

TIME: 6:50 PM

APPROVAL OF AUDITS

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

- May, 2024 Post Audit Claims #659 to #805 totaling \$415,236.70.
- April, 2024 Abstract Claims #635 to #658 totaling \$323,282.98.
- April, 2024 General Ledger Abstract Claims #83 to #108 totaling \$328,387.25.

Motion: Councilmember Dean Farrand

Seconded: Supervisor Frank DeMayo

5 AYES Carried

ACCEPTANCE OF OFFER FROM MATT MCARTHUR TO USE HIS WATER LICENSE TO STAY COMPLIANT W/ NYSDOH AT A COST OF \$150 BI-WEEKLY

The Town Board does hereby accept the offer from Matt McArthur to use his water license to stay compliant with the NYSDOH until a full-time employee obtains their required license at a cost of \$150 bi-weekly.

Motion: Councilmember Sherri Kavleski

Seconded: Councilmember Dean Farrand

5 AYES Carried

KORT WHEELER APPOINTED AS HISTORIAN FOR A TERM EXPIRING 12/31/2027

The Town Board does hereby appoint Kort Wheeler as Town Historian for a term expiring on 12/31/2027.

Motion: Councilmember Dean Farrand

Seconded: Councilmember John Lennon

5 AYES Carried

TOWN BOARD AGREES TO MARK OFF (1) SPOT AS "NO PARKING" IN THE TOWN OF LIBERTY EMPLOYEE PARKING LOT (TO THE RIGHT OF THE SHED) FOR USE BY "LIBERTY BLOOMS" TO RECEIVE FLOWER DELIVERIES

The Town Board does hereby agree to mark off (1) spot as "NO PARKING" in the Town of Liberty Employee Parking Lot (to the right of the shed) for use by "Liberty Blooms" to receive flower deliveries.

Motion: Councilmember Dean Farrand

Seconded: Councilmember Vincent McPhillips

5 AYES Carried

TOWN OF LIBERTY BOARD MEETING
119 NORTH MAIN STREET, LIBERTY, NY 12754

DATE: 5/20/24

TIME: 6:50 PM

DISCUSSION

WALNUT MT. HOUSE

Lisa Lyons and Ruth Huggler have been meeting with the Supervisor, Nick and James and they are putting together an interpretive trail up to where the Walnut Mountain House once stood. Supervisor DeMayo advised that they are putting together a program that shouldn't cost anything to the Town. He stated that they should be able to get signs and benches from Cornell Cooperative Extension as a funding source. He stated that it promises to be a really good program.

DEVANY RD. -TABLED

REQUEST BY JUSTICE COURT-TABLED

OLD BUSINESS

UNDER REVIEW

1. Drilled wells with a yield of less than 5 GPM.
2. Training & Recommendations policy- Planning & Zoning
3. Shipping Containers
4. Fence In/Fence Out
5. AIRBNB
6. Solar
7. County Water / Sewer Study

IN PROGRESS

1. Converting and moving the Building Department and the Assessor's Office to the Park & Recreation Building.
2. Fines
3. Empty Lot in Parksville
4. Illegal dumping of garbage
5. Delaware Town/Village Water Sewer Study
6. Lead Service Line Inventory
7. Walnut Mt. Pavilion.

PUBLIC PARTICIPATION

BOARD DISCUSSION

Councilmember Vincent McPhillips

Was disappointed that Devany Rd. was not brought up.

Councilmember John Lennon

TOWN OF LIBERTY BOARD MEETING
119 NORTH MAIN STREET, LIBERTY, NY 12754

DATE: 5/20/24
TIME: 6:50 PM

Drove by the cemetery today and some work was done but wanted to know if we needed more people to go up there.

Frank advised that Liberty Rising had gone up and got a lot of the sticks and debris cleaned up and that John Burke promised that everything would be done for Memorial Day.

Councilmember Dean Farrand

Already talked about the Liberty Rising having a clean-up day at the cemetery.

Hopes to see a crowd at the Liberty Cemetery on Memorial Day.

Received all the information from the DEC. He was assembling it and hopefully going to put it on an interactive map.

Councilmember Sherri Kavleski

Nothing to report

Supervisor Frank DeMayo

Tomorrow is the Liberty School Budget Vote 12-8 at the High School.

Meeting on 5/28 at the Swan Lake Firehouse regarding the Swan Lake Wastewater Treatment Plant Upgrade.

The downstairs renovations received no bids. The legal notice was put into the Democrat. If anyone knows of anyone that does this please send them to the Supervisor so he can send the bid specs out to them.

Applied for a SAM grant for the tennis courts at Hanofee Park.

TOWN BOARD AUTHORIZES SUPERVISOR TO GET PRICING FOR SPECIFICATIONS TO REDO THE TENNIS COURT AT HANOFEE PARK

The Town Board does hereby authorize the Supervisor to get prices to put together specifications to re-do the tennis courts at Hanofee Park.

Motion: Councilmember Vincent McPhillips
Seconded: Councilmember John Lennon
5 AYES Carried

Had a nice dedication for Alan Berube at the Liberty Museum followed by a bench dedication at Creekside Park. Well attended and a nice celebration.

Update on Swan Lake- had requested the agreement from the County that they have with the State which is through the Palisades Park Commission and will distribute it to the board. Supervisor DeMayo advised that he will also be contacting the Friends of the Upper Delaware. He advised that this is the beginning of a long process.

TOWN OF LIBERTY BOARD MEETING
119 NORTH MAIN STREET, LIBERTY, NY 12754

DATE: 5/20/24

TIME: 6:50 PM

Update on the Comprehensive Plan. Need to schedule a joint meeting with the Village sometime at the end of June at the school.

Councilperson John Lennon will go to the architect in Middletown to finalize the alternate grading fso the bidders can give us an alternate price.

TOWN BOARD

The Town Board does hereby direct Attorney Ken Klein and Peter Manning to put together a draft local law for the Planned Unit Development.

Motion: Supervisor Frank DeMayo
Seconded: Councilmember John Lennon
5 AYES Carried

Had a call from NYSEG regarding capacity. They are asking us to put them on the checklist to have an inquiry to see whether or not there is power available depending on the size of the project. T

Basketball court update got confirmation from the Village that the Town has permission to put it up next to the skatepark.

ADJOURN

The Town Board does hereby adjourn the meeting at 8:16 p.m.

Motion: Councilmember John Lennon
Seconded: Councilmember Vincent McPhillips
5 AYES Carried

Respectfully submitted,

Laurie Dutcher, Town Clerk

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

At the Department Head/Worksession Meeting the following were present:

PRESENT:

Supervisor Frank DeMayo
Councilmember Dean Farrand
Councilmember Vincent McPhillips
Councilmember John Lennon
Councilmember Sherri Kavleski

RECORDING SECRETARY:

Deputy Town Clerk Sara Sprague

ALSO PRESENT:

Town Attorney Kenneth Klein
Confidential Secretary Nick Rusin
Finance Director Cheryl Gerow

PLEDGE OF ALLEGIANCE

The Supervisor then opened the Department Head/Worksession Meeting at 6:30 p.m.

CORRESPONDENCE

INCOMING:

1. Correspondence from the NYS Department of Transportation regarding the Town's request for a speed limit reduction on Devany Rd.

ACCEPTANCE OF INCOMING CORRESPONDENCE

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

Motion: Councilmember Vincent McPhillips
Seconded: Councilmember Dean Farrand
5 AYES Carried

DEPARTMENT HEAD REPORTS

APPROVAL OF DEPARTMENT HEAD REPORTS

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

The Town Board of the Town of Liberty does hereby accept the Department Head Reports as submitted.

Motion: Councilmember John Lennon
 Seconded: Councilmember Vincent McPhillips
 5 AYES Carried

Councilmember McPhillips suggested that Dept. Heads start attending meetings for better communication with the Board. It was agreed that 1 Dept. Head would attend each Dept. Head meeting, unless they have a specific issue that needs to be addressed before their set month then they would attend the meeting at that time. Supervisor DeMayo stated he would put together a schedule for each month's meeting.

ASSESSOR

Deeds received
 Town - 28
 Village – 19

Combination: none

Splits: none

Data Entry, deeds, permits, valuation etc.....

Jordan is doing very well.

We prepared for grievance

Kevin (data collector) work scheduled
 Brad (data collector) – work scheduled

CEO - BUILDING DEPARTMENT

2024	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Permits Issued	15	22	20	17	25								99
Permits Completed/ Closed	26	11	16	12	9								74
Fire Inspections Performed	1	0	0	4	12								17
Complaints Open	9	3	11	17	2								42
Complaints Closed	41	16	7	8	9								81

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

Appearance Tickets issued	0	0	10	0	8								18
Planning Board Applications	4	0	3	3	0								10
Planning Board Approvals	2	3	1	3	0								9
Zoning Board Applications	0	1	0	0	0								1
Zoning Board Approvals	0	0	1	0	0								1
Municipal Searches	15	18	25	17	23								98

COURT-NO REPORT SUBMITTED

DCO-NO REPORT SUBMITTED

FINANCE

Began processing seasonal employees (42 to date)

Sent letters to Town’s regarding their participation in the 2024/2025 Joint Fuel Bid

Submitted payment request to EFC for Swan Lake Sewer. Total requested and received to date is \$541,050.16

Submitted Standard Work Day and Reporting Resolution to the NYS Retirement System

Worked with County IT and resolved issues

All other daily duties and responsibilities

HIGHWAY-NO REPORT SUBMITTED

PARK & RECREATION-NO REPORT SUBMITTED

TOWN CLERK

Highway Fees	Road Access Permit	1	50.00
Conservation	Conservation	2	1.66
Marriage Licenses	Marriage Licenses	11	192.50
Permits	Refuse Collection	0	0
	Towing Licenses	0	0
	Peddler’s Permit	0	0
Small Sales	EZ Pass	8	200.00

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

	Notary Fees	51	102.00
	Marriage Certificate	5	50.00
	Photocopies	14	3.50
	Misc (2 USB Devices)	0	0
Building	Certified Mailings	0	0
Dog Licensing	Female, Spayed	4	36.00
	Female, Unspayed	4	50.00
	Male, Neutered	5	45.00
	Male, Unneutered	4	50.00
	Purebred	0	0
	Senior	1	-5.00
	Replacement Tags	0	0
	Boarding Fees	1	25.00
	Redeemed Dog (1)	2	150.00
	Redeemed Dog (2)	2	300.00
	Redeemed Dog (3)	0	0
	Reimbursement of Expenses	1	25.00
Building	Variance	0	0
	Lot Improvement	0	0
	Special Use	1	300.00
	Junk Yard	0	0
	Subdivision	0	0
	Building Inspections Public Assembly	0	0
	Building Permit	27	10,003.30
	Commercial Establishment Inspection	5	390.00
	Fire inspectors	0	0
	Municipal search	23	2,300.00
	Reimbursement of Expenses	0	0
	Firework Permit	1	100.00

WATER & SEWER

Everyone has been very busy this month with mowing, weed whacking tanks and hydrants, putting on meters, weeding sand beds, fixing broken hydrants, changing oil in water pumps. We started pumping septic tanks, pressure washing sewer mains, and flushing water mains.

Wittcon was here to install new booster pump and motor for Sherwood and Roth on May 21st. On May 30th, Fleet is coming to do the start up and make sure it is working properly.

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

Osterhoudt was here to fix leak on Briscoe Rd on the new water main. Should be under warranty. Also, they had to finish blacktopping at the Swan Lake store from a leak in December last year.

We had to fix a leak on Lee Cold Rd where we were losing 20,000 gallons a day.

Jeremy and Dylan took their D & B water license test and are waiting for the results. Katrina passed her CDL permit test.

Any other items that arise prior to meeting.

DELAWARE ENGINEERING

1. CDBG Grant Project Phase 10 – White Sulphur Springs Boyd Road

- **Actions for the Board to consider at today's meeting:**
 - Boyd Road Reconstruction (Poley Paving)
 - Consider Change Order No. 1 – Final Over/Under and Additional Paving Work for Poley Paving
 - Consider Substantial Completion
 - Consider Payment Request No. 2 – Final (for action at the June 17, 2024 Town Board Mtg.)
 - WSS Phase 10 Original Project (Tweedie Construction)
 - Consider Payment Request No. 5 – Final (for action at the June 17, 2024 Town Board Mtg.)

- **Boyd Road Reconstruction**

- Original Scope from Cost Estimate: 1,100 LF (of 1,500 LF total)
- An OCR extension was granted until June 28, 2024
- Base Bid Scope: 900 LF at 18 FT width (of 1,500 LF)
- Bids for the Boyd Road Construction were Received on 4/4/24
- Construction documents require completion of work by 5/31/24
- **Poley began paving work on 5/13/24 and is anticipated to be complete by 5/31/24**

Contract No. TL2-G-2024 – General:

- Delaware Engineering has completed bid and award services
 - The Notice of Award was forwarded to Poley on 4/16/23
 - The Contract Agreement and Notice to Proceed were executed on 4/31/24
 - The execution copies have been completed and distributed to the Town, Contractor, and Engineer
- **Poley's Tentative Construction Schedule:**
 - 5/13-5/17 Dig Out, Grade, Install Base and Binder
 - 5/23-5/31 Top Road Way and complete restoration
- All work is scheduled to be completed by 5/31/24, with the deadline to submit all paperwork (i.e., payment requests) of 6/7/24

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

- Delaware has been working with the Town and Poley to figure out how to spend the remaining \$7,161 in grant, and will advise the Town Board via email of the planned work prior to doing the work, and decide if the Town may want to contribute additional funds (\$20,000 as agreed to previously, or more) to complete the remaining of up to 600 LF (1,500 total)
- We reviewed the possible change order with the Town Supervisor and Town Highway Superintendent on 5/21 and agreed in concept that it would be acceptable and brought to the Board at the 6/3/24 meeting.

- **Change Order**

- **Change Order No. 1**

- The full application package provided to the Town Finance under separate cover on 5/29/24
 - This change order adds cost for the contractor to furnish and install additional new asphalt pavement (and tack coat) uphill and downhill of the base bid work.
 - **Based on discussions with OCR this change would allow for an additional 90' of pavement to be covered under the grant, based on Poley's bid prices.**
 - This change order will increase the final project cost by a net amount of \$7,106.
 - The revised total contract cost would be \$204,056.00 (increased from the previous contract cost of \$196,950.00).
 - This would result in an addition to Poley's contract of \$7,106.
 - There is 7,161 in the existing project contingency. That is, \$55 dollars remain in uncommitted funds after this change order.
 - This change is eligible for payment with the remaining grant funds for this project. The deadline to submit costs to OCR is June 28.
 - **Should the Town agree to proceed with this change, it is recommended that the Town Board resolve to:**
 - **Authorize the Town Supervisor to execute Change Order No. 1 to Contract No. TL2-G-2024 based on the unit pricing from the 4/4/24 bid submitted by Poley Paving, result in a net increase in the contract total of \$7,106.00. The revised total contract cost would be \$204,056.00 (increased from the previous contract cost of \$196,950.00).**

- **Substantial Completion**

- The full Substantial Completion package provided to the Town under separate cover on 5/29/24
 - We recommend that the Town declare Contract No. TL2-G-24 – General Construction for the White Sulphur Springs Water District Phase 10

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

Improvement Project – Boyd Road Reconstruction Project, completed by Poley Paving to be substantially complete on May 31, 2024. This is the date that the one-year maintenance bond will begin.

- Executing Substantial Completion allows the contractor to secure the one-year maintenance bond and proceed to collect project closeout paperwork (e.g., maintenance bond, release of liens from subcontractors, etc.) and allows the Town to release retainage for the project.
- A copy of the Certificate of Substantial Completion is attached with a contract amount of \$204,056 (the final contract amount, including Change Order No. 1) for all contract work.
- There is no punchlist or any remaining work items
- **Therefore, if the project status and this date of Substantial Completion is acceptable to the Town, we recommend that the Town Board resolve to authorize the Town Supervisor to endorse the Certificate of Substantial Completion Form for Contract No. TL2-G-24 – General Construction for the White Sulphur Springs Water District Phase 10 Improvement Project – Boyd Road Reconstruction Project with a date of Substantial Completion of May 31, 2024 and a final contract amount of \$204,056, with no amount for punchlist or remaining work to be withheld**
- Delaware will then forward the Certificate to the contractor for execution and request project closeout paperwork (i.e., affidavit of release of liens for subcontractors and equipment suppliers, provide maintenance bond, etc.)
- Once all is received from the contractor, we will assemble the project closeout package, and provide it to the Town, with a copy to the contractor.

• **Payment Requests**

Payment Request No. 1

- At the May 6, 2024 meeting the Town resolved to authorize the Town Finance Department to proceed to process Payment Application No. 1, to General Contract No. TL2-G-24 for Poley Construction Corp., for the period ending April 30, 2024, in the amount of \$3,301.25, as requested by the contractor.

Payment Request No. 2 – Final (for action at the June 17, 2024 Town Board Mtg.)

- The full application package will be provided to the Town Finance under separate cover
- We have reviewed Payment Application No. 2 - Final from Poley Paving and Construction Corp., the contractor for the subject project, for the period ending May 31, 2024, in the amount of \$ 200,581.00 for work
- associated with mobilization, maintenance and protection of traffic, utility support, demolition and disposal of existing road material, preparation of subgrade, installation of sub-base, installation of tack

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

coats, installation of new pavement (3 courses), and site restoration work. The total cost to date for the project, including this payment request (and Change Order No. 1), is \$204,056.00, which equates to 100% of the General Contract price. This is the final payment request for this project.

- We agree with the level of work completed to date and the costs presented therein. Therefore, we recommend that the Town resolve to provide payment to the contractor in the amount requested, pending release of funds by NYS OCR.
- **Therefore, should the Town agree with our recommendation, then we recommend that at the June 17, 2024 meeting:**
 - **The Town hereby resolves to authorize the Town Finance Department to proceed to process Payment Application No. 2 – Final, to General Contract No. TL2-G-24 for Poley Construction Corp., for the period ending May 31, 2024, in the amount of \$200,581, as requested by the contractor.**

- At the April 15, 2024 meeting the Town Board resolved to:
 - Award the Contract No. TL2-G-24 – General Construction for the White Sulphur Springs Phase 10 Boyd Road Reconstruction Project to Poley Paving & Construction Corp., for the Base Bid price of \$196,950.00 for all Base Bid Items and accept unit pricing for Bid Alternate Items for future consideration.
 - Authorize the Supervisor to execute the necessary paperwork (e.g., Notice of Award, Notice to Proceed, Agreement, Change Orders, Certificate of Substantial Completion, checks for contractor payment, etc.) for contract initiation through completion of the work.
 - Authorize the Town Highway Superintendent and Delaware Engineering to direct the expenditure of any remaining grant funds, with a final over/under change-order to be prepared for Board approval at/near the end of the construction period, in conjunction with any additional Highway Department funds which may be deemed in the best interest of the project and the Town

- **Construction Status and Remaining Work for the Original Project (Tweedie)**
 - Contract work was substantially completed (as of 11/29/23), and all punchlist and remaining work was complete (as of 5/3/24):
 - Final site restoration - \$12,892 – **Completed May 2024**
 - Demobilization - \$6,000 – **Completed May 2024**
 - Punchlist Remaining Value = \$18,892 (amount to be withheld)
 - Project Substantial Completion
 - Tweedie has provided the required closeout documents, including final payment application, have been submitted
 - Tweedie final payment requests can be processed by the Town in June 2024.
 - We will assemble the project closeout package, and provide it to the Town, with a copy to the contractor
- **Contractor Payment Request No. 5 – Final (for action the June 17, 2024 Board Mtg.)**
 - **The full application package has been/will be provided to the Town Finance under separate cover.**

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

- We have reviewed the attached Payment Application No. 5 – Final from Tweedie Construction Services, Inc., the contractor for the subject project, for the period ending May 10, 2024, in the amount of \$18,892.00 for work associated with site restoration, demobilization, and punch list work. The total cost to date for the project, including this payment request, is \$403,369.00, which equates to 100% of the General Contract price for the project.
- Following this payment, the balance to finish for the project will be \$0.00.
- This is the final payment application for this project.
- We agree with the level of work completed to date and the costs presented therein. Therefore, we recommend that the Town resolve to provide payment to the contractor in the amount requested, pending release of funds by NYS OCR.
- **Therefore, should the Town agree with our recommendation, we recommend that:**
 - **The Town resolves to authorize the Town Finance Department to proceed to process Payment Application No. 5 - Final, for General Contract No. TL1-G-22 to Tweedie Construction Services, Inc., for the period ending May 10, 2024, in the amount of \$18,892.00, as requested by the contractor.**

- **Background**

- On December 8, 2023 the Town submitted a formal request to NYSOCR, including cost estimate and anticipated project schedule, Schedule Bar Chart and Email Correspondence between Blauer Associates and OCR regarding project extension.
 - Based on the cost estimate provided with the extension request, **the estimated cost for this work is \$182,225**
 - With the **Town Highway Department willing to contribute up to \$20,000** toward the road reconstruction/paving work
- On December 14, 2023 NYSOCR sent the Town a letter approving the request for a contract time extension for the above project. See attached.
 - *The NYS Office of Community Renewal (OCR) is in receipt of the Town of Liberty's letter requesting an extension beyond the project completion deadline of January 5, 2024.*
 - *Based on OCR's review and careful consideration the Town of Liberty's request for an extension has been granted, and your revised project completion date is June 28, 2024.*
- This work, and other related expenses (additional engineering, not included in the cost estimate) are anticipated to be covered by the grant
- On 2/23/24 project drawings and specifications were submitted for OCR review.
- The Town received OCR review comments on 2/28/24, 2/29/24,
- The Town received notice that the bid specifications appear to be in compliance with applicable OCR requirements, and on 3/1/24 that OCR has no objections to the Town of Liberty publishing the notice on 2/29/24

- **The anticipated project schedule is as follows:**

<u>Task:</u>	<u>Schedule:</u>
Second Public Hearing for Project:	December 4, 2023 - Complete
Town Considers Extension Request and OCR Terms:	December 4, 2023 - Complete
Extension Request Submitted to OCR:	December 8, 2023 - Complete
Bid Document Preparation:	January - February 2024
ERR/RROF Review and Revision/Re-evaluation:	Complete
Bid Documents to OCR:	February 23, 2024 - Complete
Town Board Authorization to go to Bid:	March 4, 2024 - Complete

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754

DATE: 06/03/24

TIME: 6:30PM

- Bid Advertisement Published: March 8, 2024 - Complete
- Pre-bid Meeting: March 14, 2024 - Complete
- Bid Opening: April 4, 2024 - Complete
- Bid Review and Award Recommendation to Town: April 10, 2024 - Complete
- Board Resolution for Bid Award: April 15, 2024 - Complete
- Issue Notice of Award: April 16, 2024 - Complete
- Pre-Construction Meeting: April 23, 2024 - Complete
- Submittal Review: April 23-26, 2024 - Complete
- Execution of Construction Contract Document: April 30, 2024 - Complete
- Construction: May 2024 - May 31, 2024
- Town to Review and Consider Final Pay Request: On or Before June 7, 2024
- Construction Contract Close-out: On or Before June 28, 2024

- This schedule is an estimate and the actual schedule may differ slightly as the project proceeds. However, we are confident this project will be brought to completion by the **June 28, 2024** deadline.

Project Cost Summary

- **Overview/Quick Summary**
- Awarded Bid total = \$391,162
- Final Total of Contract TL1-G-22, Including All Changes = \$403,369
- Construction budget (2021 estimate) = \$587,200 (not including contingency)
- Pending Boyd Road Reconstruction/Paving, there remains \$234,831 (\$183,831 Remaining Construction Funds + \$51,000 in contingency) in grant dollars presently uncommitted.
- Planned expenditures associated with additional Boyd Road work:

Item	Cost		
Reconstruction of +/- 1,100 lineal feet of Boyd Road	\$196,950	Per Poley Bid	
Other (Program Administration – advertisement)	\$719		
Change Order No. 1	\$7,106		
Additional Engineering work for design, bidding and construction phase services for Boyd Road reconstruction	\$30,000		Complete/Executed
Sum of Items	\$227,669		
Remaining Budget	\$234,831		

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

Net remaining after planned expenditures	\$ 55		
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About \$55 is anticipated to remain in contingency after planned expenditures associated with reconstruction of about 990 lineal feet of Boyd Road

o **More detailed cost summary:**

Item No.:	Item Description:	Estimated cost/budget (Feb 2021 Engineering Report for the CFA application)	As bid April 2023 with Bid Alternate Price – no changes	Contract Costs to-date (as of 2-28-24) with all changes	Contract Costs to-date (as of 5-29-24) with all changes & Boyd Rd. Recon bid costs	Budget minus bid - minus changes & Boyd Road Reconstruction as of 5-29-24
1	Construction – General	\$587,200	\$391,162	\$391,162	\$391,162	\$196,038
2	Construction – (no others)					
3	Construction – Subtotal Bid	\$587,200	\$391,162	\$391,162	\$391,162	\$196,038
4	Change Order No. 1 (Final Over/ Under):					
	Quantity Adjustment (net)		\$0	(\$11,068)	(\$11,068)	
	Concrete Anchor Blocks		\$0	\$ 5,500	\$ 5,500	
	Hydrant Extension		\$0	\$ 2,775	\$ 2,775	
	Add'l Funds for Road Restoration		\$0	\$15,000	\$15,000	
	Change Order No. 1 Total (net) =		\$0	\$12,207	\$12,207	(\$12,207)
5	Boyd Road Reconstruction			\$182,225	\$196,950	(\$196,950)
	Change Order No. 1				\$7,106	(\$7,106)

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

	Anticipated Town Contribution					\$20,000 Not deducted from total
6=3+4+5	SUBTOTAL - Construction	\$587,200	\$391,162	\$585,594	\$607,425	(\$ 20,225)
	<u>Other Costs:</u>					
7A	-Delaware Engineering	\$149,500	\$149,500	\$149,500	\$149,500	
7B	-Amendment 1 Add'l Boyd Road Reconstruction 2024	\$ 0	\$ 0	\$ 30,000	\$ 30,000	(\$30,000)
8	-Blauer Associates (Grant Admin) (1)	\$45,000 (1)	\$45,000 (1)	\$45,000 (1)	\$45,000 (1)	
	Other (Program Admin.)				\$719	
9=6+7A+7B+8	Total Estimated Cost/Cost to Date	\$781,700	\$585,662	\$810,094	\$832,644	(\$50,944)
10	Contingency	\$51,000	\$51,000	\$ 0	\$ 0	\$51,000
11=10+9	Project Budget/Cost to Date Plus Contingency - Total	\$832,700	\$636,662	\$810,094	\$832,644	\$ 55
12=11-8	Project Budget/Cost to Date Plus Contingency Grant Eligible (2)	\$787,700	\$591,662	\$765,094	\$787,644	\$ 55
13	Grant Amount	\$787,700	\$787,700	\$787,700	\$787,700	
14	Grant Budget Minus Cost - Remaining	\$0	196,038	\$22,606	\$ 55	\$ 55

(1)– Town agreed to fund grant administration (Blauer Associates) at \$45,000 to facilitate project readiness and score more points on the application – cost not eligible for grant reimbursement

(2)– All costs except Grant Administration are eligible for grant funding

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

- **About \$55 is anticipated to remain in contingency after planned expenditures associated with reconstruction of about 990 lineal feet of Boyd Road are complete**
- **Professional Services Contract Amendment No. 1 for Engineering Services**
 - At the February 5, 2024 meeting the Town Board authorized the Town Supervisor to execute Delaware Engineering, D.P.C.'s Professional Services Contract Amendment No. 1 for Engineering Services for the White Sulphur Springs Water District - Phase 10 Improvements, associated with partial reconstruction of Boyd Road, OCR Small Cities CDBG Project # 641PW78-21, in the total amount of \$30,000.
 - Contract Amendment No. 1 for Engineering Services executed on February 6, 2024
 - Budget modification that includes this work has been accepted by OCR on February 26, 2024

Swan Lake WWTP Upgrade

- **Actions for the Board to consider at today's meeting:**
 - **Town to resolve to agree upon a flow capacity and project budget for the Swan Lake WWTP Upgrade**
- **Project Funding/Financing Overview**
 - **No Changes this month**
 - Project currently financed for hardship (0%) loan, WIIA grant and BIL funding with a grant of up to 50% of the project cost, less the WIIA grant.
- Project funding summary based on current information:

Project#	Description	WIIA Grant	BIL Grant	BIL 0% Loan	Total
C3-5370-01-00	Engineering/Prof Services (DEDPC contract plus 10% contingency)	\$ 2,922,655	NA	NA	\$ 2,922,655
C3-5370-01-01	Other WWTP Upgrade scope items	\$ 1,577,345	\$ 6,916,000	\$ 6,584,000	\$ 15,077,345
TOTAL		\$ 4,500,000	\$ 6,916,000	\$ 6,584,000	\$ 18,000,000
Estimated Grant Total					\$11,416,000 (63%)

In summary, the current \$18M project is in line to receive 63% in grants and 0% financing on the balance.

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

- Project Financing Agreements (PFAs) executed/closed on January 12, 2023 for both projects, short term financing funds now available and costs for contracts with approved MWBE/DBE/SDOVBE Plan(s) are eligible for disbursement
 - **Professional Services Work (C3-5370-01-00)** WIIA Grant funded only
 - In response to communications with NYSEFC, the Town responded on November 15, 2022 to NYSEFC requesting that WIIA funds be utilized for professional services.
 - We sent digital copies of the executed professional services contract to NYSEFC on November 20, 2022 which was approved per 12/6/23 NYSEFC letter.
 - Has 2 programs included for compliance:
 - MWBE/DBE/SDOVBE Goals
 - 30% MWBE, and
 - 6% SDVOBE
 - Delaware/MSI submitted our MWBE & SDVOBE Utilization Plans to the Town on March 16, 2023 and the Town submitted to NYSEFC for review/approval on March 21, 2023.
 - We have worked through many of NYSEFC MWBE review comments, and have successfully completed the Construction Inspection RFP solicitation process in September and October 2023.
 - We have worked through NYSEFC's MWBE review comments and on November 2, 2023 the Town received notification that NYS EFC has reviewed and accepted our MWBE and SDVOB Utilization Plans and partial Waiver requests for the Town of Liberty - Project No. 5370-01-00, Delaware Engineering D.P.C. contract.
 - The DE contract is eligible for disbursement, EFC will release payment for all invoices submitted to date (upon receipt and processing of a disbursement request) and the Town can then reimburse internal funds
 - **Cheryl G. continues to submit disbursement requests for project invoices**
 - **Construction (C3-5370-01-01)** WIIA & BIL funded, has one program for compliance.
 - MWBE/DEB/SDVOBE
 - 20% MWBE
[20% DBE (fed.) if equivalency project (pop >10,000), NA]
 - Utilization Plans to be provided by Construction Contractors following bid award so no action until then
 - Delaware & MSI will continue to work with the Town and NYSEFC through WIIA & BIL requirements
- **Moving the WWTP Upgrade Project Forward**
 - **Professional Services Work**
 - Continuing to work with the Town and NYSEFC and our fiscal sub-consultant MSI as needed on contract related items.
 - Damon, Wayne, and John Lennon went on a trip on January 10, 2024 to Waverly WWTP to see the equipment proposed at this facility
 - Site visit to Vernon, NY to see mechanical screens was done on April 16
 - Design continuing
 - Updated project cost estimate and budget based on subcontractor Trophy Point cost estimate – established \$40M as recommended budget
 - Information Session Regarding Swan Lake Waste Water Treatment Plant

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

Upgrades was held on 5/28 @ 6:30 pm at the Swan Lake Fire House

- Town needs to agree upon a plant flow capacity and budget in order for the project to proceed with design work, NYSDEC SPDES Permit Application, and revise the funding with NYSEFC
- **We recommend that the Town consider and agree to a project budget of \$40M and a plant flow capacity capable of serving, at minimum, the estimated district buildout of 756,000 gpd or 960,000 gpd (maximum potential WWTP buildout using the existing oxidation ditches).**
- **Continuing work on NYSDEC SPDES permit Application for NY-2A for a facility upgrade and expansion**
 - Requesting limits for WWTP maximum monthly average daily flow of 0.960 MGD and 0.686 MGD
 - New permit needed before NYSDEC will approve the design and before project can go out to bid
 - Need Town to decide on permit limit flow
 - Draft NY-2A Form filled out and submitted on Friday, August 4, 2023, (and resubmitted on Tuesday August 29, 2023, and September 15, 2023) to NYSDEC Permits (Aparna Roy) along with
 - Location Map
 - Upgrade Site Plans and Process Flow Schematic
 - Detailed Mixing Zone Form
 - Need to submit yet: Updated WTC Form for anticipated WTC usage following the WWTP Upgrade
 - NYSDEC advised us on 10/25/23 that they are working on the application now and will get back to us soon.
 - Followed up with NYSDEC Region 3 Permits on 10/02/23, 11/29/23, & 12/19/23 to request update(s)
 - NYSDEC Responded on December 19, 2023 requesting that the Town please provide *all* information in Tables A, B, F, and G (attached, NY-2A Revised 05/12/2023 with additional sampling)
 - TABLE A. EFFLUENT PARAMETERS FOR ALL POTWS
 - TABLE B. EFFLUENT PARAMETERS FOR ALL POTWS WITH A FLOW EQUAL TO OR GREATER THAN 0.1 MGD
 - TABLE F. WATER TREATMENT CHEMICAL LISTING
 - TABLE G. INDUSTRIAL DISCHARGE INFORMATION
 - There is only sampling required for Table A (two sections) & B. Table F. Water Treatment Chemicals and Table G. Industrial Discharge Information do not require sampling, and Delaware will fill them out
 - Please note the section on Analysis (Page 2, the General Instructions) that the lab will need to pay attention to select the appropriate test method
 - We plan to schedule a pre-sampling meeting to make sure that they fully understand what we need.
 - The lab, or Town, can forward us the results and we can fill in the tables
 - W&S Dept. is reviewing and will let us know when you would like to schedule this sampling
 - We sent the list to Damon and Wayne on 12/20/23 and the Town conducted sampling on 1/17/24
 - We are summarizing the results received (in Tables A, B, F & G) and plan to submit to NYSDEC in the near future
 - **We need to estimate WTC list for the upgrade as well. Depends on permit flow limit**
- **On-site Under Ground Fuel Tanks**
 - There are two existing onsite fuel tanks, shown on the existing plans, that have been abandoned in place
 - Diesel Oil Tank – 1,000 gal. capacity (located near emergency generator)

TOWN OF LIBERTY BOARD MEETING

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

DATE: 06/03/24

TIME: 6:30PM

- Gasoline Tank – 500 gal. capacity (filled with sand, located in parking lot)
 - No Town records of tanks being registered or formally closed
 - The Town will need to get these tanks registered in order to fully close out and remove them (e.g., closure report and sampling, etc.)
 - The only tank that requires registration is the gas tank. The diesel tank would not require registration if the gas tank was not there, but because of the gas tank, all tanks (above & below ground) onsite need to be registered
 - Once the inground tanks are removed the other above ground tanks are not required to be registered
 - There would be an initial \$300 registration fee, but DEC may come back for additional fee based on all the missed years of registration
 - The tank registrations go in 5-year cycles, so the Town could owe \$300 for every five-year period that these tanks have existed (bases on Total Design Capacity of All Tanks at the Facility)
 - Given the age of the USTs per the record plans, there could be 8 or 9, five-year registration cycles that were missed. The Town could be looking at back registration fees of up to \$2,400.
 - Once the registrations of the tanks are processed, the Town would then submit a Tank Notification Closure Form whenever we know the schedule of the tank closing work
 - Delaware will continue to move forward with Damon on the missing application items and get the application ready to go, and recommended that the Town will need to pay \$300 in the near term to start the application review process, and may need to backpay for previous registration cycles at a cost of \$300 per 5-year cycle
 - On April 1, 2024 the Town Director of Finance issued a check payable to NYSDEC for \$300 for the existing underground fuel storage tank registration application
 - The application form and check were submitted to NYSDEC on 5/10/24
 - NYSDEC responded that the application appeared to not be completed properly, and issued some comments on the application.
 - NYSDEC will be seeking backfees for each 5-year period that each tank was active. Based on the fee schedule, capacity of tanks 1 and 2 was 1,500 gal, the back fee charges would be \$100 every five years from 1986 to 2011 or approximately \$600. From 2011 to present we are looking at \$300 for every five years or approximately \$1,500 for a total back fee charge of approximately \$2,100 – Need to confirm
 - **Reviewing NYSDEC comments and will prepare a response and advise the Town with the proper check amount. We plan to request a new check for consideration at the June 17 or July 1 meeting**
- Subcontract work
 - Financial Administration – Municipal Solutions, Inc. (WBE)
 - Subcontract executed 12/29/22 with Municipal Solutions, Inc for Financial Assistance Services to comply with NYSEFC requirements (e.g., MWBE, EEO, etc.)
 - Work to include NYSEFC program compliance, monthly/quarterly paperwork, etc.

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

- Continuing to work with the Town on periodic NYSEFC filings and paperwork and with DE on MWBE & SDVOBE Utilization Plan items
- **Survey and Subsurface Utility Exploration - Shumaker (WBE)**
 - Subcontract executed on 10/21/22
 - SUE contractor was onsite Wednesday Nov 2 thru Friday November 4, 2022
 - The surveyor was onsite November 7 thru November 9, 2022 for the initial topo and boundary survey work
 - Topo and boundary survey received 12/22/22
- **Geotechnical (borings and geotech report for new bldgs.) – Atlantic Testing (WBE)**
 - Subcontract executed on 02/08/23
 - Boring work began 3/21/23 and continued during the week of 3/27/23.
 - DRAFT boring logs were provided on 05/12/23
 - Final geotechnical report provided on 9/22/23
- **Reproduction/Printing Services**
 - Planning to use Constructive Copy (WBE) for repro of bid specs and drawings
- **Construction Cost Estimating (construction) – Trophy Point (SDVOBE)**
 - Subconsultant agreement with Trophy Point Construction Services (SDVOBE) and Consulting for cost estimating services executed on 1/4/24
 - 40% Design drawings were submitted to TP on 2/9/24.
 - The 40% cost estimate was received on 3/27/24 – Used this to come up with \$40M revised budget for 5/28/24 meeting
 - A revised 40% cost estimate was received on 5/29/24
 - Delaware reviewing the updated estimate
- **Mechanical/HVAC Design Review – Jade Stone (MWBE)**
 - Retaining a MWBE firm to provide mechanical/HVAC design review
 - Peer review of HVAC design
 - Subcontract pending
- Other MWBE Subcontract's Pending
 - For Construction-Phase work – will seek as design nears completion
 - Construction Material Testing
 - Special Inspections

2. **Stevensville Water Project**

- **Actions for the Board to consider at today's meeting:**
 - None

- Construction and punch-list work complete
- Osterhoudt returned the maintenance bond for the project closeout package on 5/6/24
- As-builts being prepared
- Construction certification planned to go out to NYSDOH with as-builts in June 2024
- Osterhoudt repaired a leaking water service on 12/19/23. The repair will be covered under the project 1-year maintenance bond which began on May 31, 2023. (maintenance bond received 5/6/24). Some sort of restoration will need to occur in the spring. Osterhoudt was onsite 5/29/24-5/31/24 to complete punchlist site restoration

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

- Osterhoudt is looking into a water leak near the new watermain that was observed on 5/28/24 near the Stevensville Well Field, near Birch Ln. The repair is anticipated to be covered under the project 1-year maintenance bond which began on May 31, 2023.

More Detail below:

- **Contract TL2-E-2017 – Electrical.**
 - All work completed and paid out.
- **Contract TL2-G-2017 – General**
 - Water Storage Tank substantially complete June 2021 and paperwork previously processed.
 - **Remaining work for the Watermain, Swan Lake Crossing, and Well Field Improvements:**
 - New waterline has been in operation since late April 2023 and wellfield and other watermain work has been completed
 - All contract work is substantially completed as of 05/31/23, the following punch list items associated with the Swan Lake Crossing were completed as of 9/29/23
 - Insulation trim – Complete
 - Touch up galvanization paint for new base plates and support brackets – Complete
 - As-builts – Complete
 - **Project Completion (Substantial) – Watermain, Swan Lake Crossing, and Well Field Improvements Only** (Substantial Completion for Water Storage Tank accepted on June 7, 2021)
 - At the July 3 meeting the Town Board resolved to authorize the Town Supervisor to endorse the Certificate of Substantial Completion form for Contract No. TL2-G-17 – General with May 31, 2023 as the date of Substantial Completion for the Watermain, Swan Lake Crossing, and Well Field Improvements/non-water storage tank work and a final contract amount for Well Field Improvements/non-water storage tank work, of \$1,182,484 and a total final contract amount of \$2,378,660
 - Delaware has forwarded the Town-signed Certificate of Substantial Completion to the contractor for execution and requested project closeout paperwork (i.e., affidavit of release of liens for subcontractors and equipment suppliers, provide maintenance bond, etc.) on 07/5/23, and resent the Certificate of Substantial Completion (and Change Order No. 7) for execution on 9/22/23
 - The contractor returned the executed Certificate of Substantial Completion (and Change Order No. 7) on 10/13/23 and the maintenance bond on 5/6/24. Next month we will assemble the project closeout package, including the final payment application and as-builts, and provide it to the Town, with a copy to the contractor.
 - Osterhoudt to confirmed the final subcontract amount with Rock Mtn. and sent info to Keough Consulting submitted proof of payment to NYSEFC Program Compliance (MWBE) on 4/25/24
- **Swan Lake Crossing at Lake Outlet**
 - Osterhoudt was onsite during the weeks of April 17 and 24, 2023, completing the water main crossing, and successfully tested (disinfection and pressure) the new line
 - Delaware submitted NYSDOH Certification of Completion for the crossing and received NYSDOH-District Office approval to put it on line when ready on April 21, 2023
 - Delaware plans to submit a final Construction Certification for all contract work to be submitted with as-builts to NYSDOH – currently working on as-builts and will submit certification in June 2024
- **Payment Request No. 10 (Final)**
 - At the November 20, 2023 meeting the Town Board resolved to authorize the Finance Department to proceed to process Payment Application No. 10 (Final), to General Contract No. TL2-G-2017 for H. Osterhoudt Excavating, Inc. for the period ending October 13, 2023, in the amount of \$133,443.00 as requested by the contractor, including submittal of the

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754

DATE: 06/03/24

TIME: 6:30PM

payment request to NYSEFC for reimbursement, understanding that payment to the contractor will be made following receipt of reimbursement from NYSEFC, and contingent upon the receipt of the complete closeout package and all payment application items

- **Final payment Check mailed to the contractor the week of 11/20/23**
- **NYSEFC Final Short Term (ST) Loan Disbursement Request and Long Term (LT) Loan**
 - LT Closing was completed on 12/6/22, Long-term funds became available for disbursement beginning on 12/8/2022
- **NYSEFC Document Collection**
 - All documents have been submitted, with the exception of TAM's Subcontract Agreement with Turtle & Hughes, including the EEO Policy Statement and Lobbying Certificate.
 - An explanation has been provided to NYSEFC that the prime contractor for the Electrical contract has indicated that there is no subcontract because Turtle & Hughes is a materials supply vendor. They only supplied material for this project. **No comments or request back from NYSEFC since December 2022**

3. ***Economic Development Water and Sewer Infrastructure Capacity Planning Study***

- A draft/ most current revised version of the report of the report was provided to the Town Supervisor on 12/12/23, and to the Village Mayor and Dave B. on 1/17/24
- The Town is proposing a joint meeting in June 2024
- Met with Village DPW Supervisor on October 13, 2023
- Working to revise this ASAP with Dave Burke and then get to the Town for review
- Elm Street Well remediation and future use are key to this study
- Due to likely SPDES permit changes, study to review the ability of the Village WWTP to meet the new limits will also be added to the study recommendation – WWTP has adequate capacity for some additional flow/contributions without more upgrades.
- DE Staff held initial meeting with the Town (Frank and Damon) to review scope, current zoning, water, sewer, development projects, collaboration with Village, study products, and action items, etc. on November 14, 2022
- Met at Village Hall on February 7 with the Village (Mayor Joan, Judy, Lynn Barry, Dave Harman, Mark Kellam) and Town (Supervisor DeMayo and Dean Farrand) with the focus on Village infrastructure and needs.
- Meeting summary was sent to Town and Village on 3/14/22
- Will involve planning staff as well as Town and Village water and sewer staff
- At the September 6, 2022 meeting the Board authorized the Town Supervisor to endorse the Economic Development Water and Sewer Infrastructure Capacity Planning Study, dated August 15, 2022 to conduct:
 - Economic Development Water and Sewer Infrastructure Capacity Planning Study
 - Update to Parksville Sewer Service Alternatives Study
 - Select Grant Writing

4. ***Swan Lake Sewer System Evaluation/I/I EPG***

- **Board Action Required at Tonight's Meeting:**
 - None
 - Need to continue with activities in order to meet August 31 2024 checklist items deadline
- Delaware submitted EPG application for up to \$50,000 in grant funding for I/I investigations, with commitment for a \$10,000 local match (20%) on August 11, 2023
- **This Project has been selected for award!!**
- On 2/15/24 the Town received notification from NYSEFC that the Town has been awarded a NYS Environmental Facilities Corporation (EFC) **Engineering Planning Grant (EPG)** for the project, in an amount not to exceed \$50,000, for the development of an engineering report to

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

identify sources of inflow and infiltration, evaluate alternatives, and recommend improvements to the Town of Liberty's Swan Lake Sewer District. **This has a 20% local match (\$10,000) which the Town agreed to do in March 2023 if the grant was awarded.**

- At the March 4, 2024 meeting the Town Board resolved to:
 - Authorize the Town Supervisor confirm acceptance and intent to proceed with this project by completing and signing the Acknowledgement and Acceptance of EPG Grant Award Form and e-mailing it to epg@efc.ny.gov no later than March 8, 2024, and
 - Authorize the Town Clerk to publish the legal notice for Request for Qualifications for professional services for work associated with preparation of the Swan Lake Sewer District Engineering Report for the Sewer System evaluation
- The EPG Grant Acceptance Form was submitted NYSEFC by the Town Supervisor via email on February 22, 2024
- On March 13, 2024 NYSEFC provided the Town an EPG Checklist and supporting documentation to assist the Town in the process of entering into a Grant Agreement with EFC):
 1. **Board Resolutions:**

Submit signed, certified board resolutions in PDF format designating the authorized representative and local match amount. Sample Resolution Language is available. Type II SEQR resolutions are no longer required for Engineering Planning Grants.

 - Authorized Representative Resolution
Board resolution designating an Authorized Representative for the project
 - Local Match Resolution
Board resolution authorizing and obligating local match funds

Note: Similar resolutions were adopted by the Town at the March 30, 2023 meeting.
NYSEFC updated the template/sample resolutions in March 2024, so we recommend that the Town adopt the updated resolutions
 2. **Budget and Plan of Finance Form:**
 - Detailed budget and plan of finance including all prime contracts/agreements, in-kind services, third-party funding, and satisfaction of the minimum 20% local match requirement.
 3. **Executed Engineering Agreement (for action at the August 5, 2024 Meeting)**
 - All architectural and engineering contracts must be procured through a federally acceptable Request for Qualifications (RFQ) process, in accordance with 40 U.S.C 1101. All contracts must be signed by both parties and must contain the scope of work and fee.
 - Architectural/Engineering Procurement Certification
- All checklist items due by August 31, 2024 (See anticipated schedule below)
- In order to remain eligible for these funds, the Town must enter into a Grant Agreement for the above project by September 30, 2024
- At the May 6, 2024 meeting the Town Board resolve to:
 - Adopt the attached Board Resolutions designating an Authorized Representative, and authorizing the local match for the Liberty (T) EPG 128719/Swan Lake Sanitary Collection System I/I Investigation as set forth in the attached subject resolution
 - Accept the attached Budget and Plan of Finance Form
- Professional Services RFQ
 - Requires evaluating Request for Qualifications to facilitate selection for professional services to prepare the Engineering Report and associated activities
 - At the March 4, 2024 meeting the Town Board authorized the Town Clerk to publish the

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

legal notice for Request for Qualifications for professional services for work associated with preparation of the Swan Lake Sewer District Engineering Report for the Sewer System evaluation

- The Scoring Matrix, Scoring Summary, Resolution for Contract Award, A/E Procurement Certification for the RFQ will be provided next month

Completed Steps (May 2024)

○ **Legal Notice & RFQ**

- Delaware provided the legal notice to the Town Clerk on May 6, 2024
- Town Clerk provided the legal notice to the Sullivan County Democrat by Wednesday May 8, 2024, for publication on May 10, 2024, and uploaded to the NYS Contract Reporter
- Delaware provided the RFQ to the Town Clerk on May 10, 2024
- Deadline to submit statement of qualification (SOQ) is June 7, 2024

Next Steps (June-July 2024)

○ **Statement of Qualification (SOQ)/RFQ Responses**

- Delaware to provide Scoring Matrix to the Town Clerk by June 10, 2024
- Town Clerk to distribute a hardcopy of all responses and a Scoring Matrix for each response to each Board member and Supervisor between June 10-14, 2024

○ **Scoring & Evaluation Matrix (for each SOQ received)**

- Town Supervisor to guide the Board through review/score professional services RFQ responses & make selection
- Board & Supervisor – Review and score the SOQs for each of the firms using the *RFQ Scoring & Evaluation Matrix* (in advance of this meeting). Board members should be prepared to provide a total score for each of the responses

○ **Scoring Summary**

- Delaware to provide *RFQ Scoring Summary Table* in May-June 2024
- Town Supervisor – Complete the *RFQ Scoring Summary* by totaling the scores for each firm from each board member and the Supervisor, to come up with a total score which will be used to compare the firms in question and form a basis for selection of a firm for contract award

○ **Resolution for Contract Award (At the July 1, 2024 meeting)**

- Delaware to provide *RFQ Resolution for Contract Award* in May-June 2024
- Board & Supervisor – Review and act on *RFQ Resolution for Contract Award* for Engineering Services
- **At the future meeting:** If the Town agrees to award the contract for A/E Services, then we recommend that the Town Board resolve to:
 - Adopt the attached *Resolution for A/E Services Award* for the Request for

TOWN OF LIBERTY BOARD MEETING
 PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
 DATE: 06/03/24
 TIME: 6:30PM

Qualifications (RFQ) for Engineering Services RFQ#1-2024 Town of Liberty EPG 128719/Swan Lake Sanitary Collection System I/I Investigation as set forth in the attached subject resolution

- Town Clerk – Record results of the *RFQ Resolution to Award* for Engineering Services

- **A/E Procurement Documentation**

- Delaware to provide *RFQ Procurement Documentation* in May-June 2024
- Board & Supervisor – Confirm results of the *RFQ Procurement Documentation*
- Town Clerk – Record results of the *RFQ Procurement Documentation*, and keep on file, and provide to NYSEFC if they ask for it, and authorize complete the NYSEFC *Certification for Architectural/Engineering Services Procurement* (to be provided in the future upon execution of contract)

- The anticipated schedule is as follows:

- Adopt Board Resolutions March 23, 2023 (A)
- Submit NYSCFA EPG Funding Application..... August 11, 2023 (A)
- Award Announcement February 15, 2024 (A)
- Award Letter received by Town February 16, 2024 (A)
- Authorize the Town Clerk to publish the legal notice for RFQ March 4, 2024 (A)
- Deadline to submit an executed Award Acceptance Form..... March 8, 2024 (A)
- EPG Checklist of Supporting Documentation received by Town March 13, 2024 (A)
- Provide update to Town Board April 1, 2024 (A)
- Town adopts updated Board Resolutions and Plan of Finance May 6, 2024 (A)
- RFQ for A/E Procurement May - August 2024 (T/A)
 - Provide Legal Notice to the Town May 6, 2024 (A)
 - Provide RFQ to the Town May 10, 2024 (A)
 - Publication of the legal notice May 10, 2024 (A)
 - Deadline to submit RFQ/SOQ June 7, 2024 (A)
 - Provide Scoring, Award, & Procurement Documents to Town . by June 10, 2024 (T)
 - Town Clerk to distribute and Board to review RFQs/SOQs June 10 – July 14, 2024 (T)
 - Town Board to score RFQ/SOQ and select firm (at Board meeting) ..July 1, 2024 (T)
 - Engineering Contract Submitted to Townby July 31, 2024 (T)
 - Execute Agreement with selected firm (at Board meeting)August 5, 2024 (T)
- Submit EPG Checklist & Supporting Documentationby August 16, 2024 (T)
- Deadline to submit EPG Checklist Supporting DocumentationAugust 31, 2024 (T)
- Execute PFA September 2024 (T)
- Deadline to Execute Grant AgreementSeptember 31, 2024 (T)
- Complete I/I Engineering ReportOctober 2024-October 2025 (T)

- **Background**

- At the March 30, 2023 meeting the Town Board authorized the Supervisor to execute planning grant application with the NYS Environmental Facilities Corporation and authorization and appropriation of local match (minimum of 20% if the EPG grant is awarded).
- Delaware submitted EPG application for up to \$50,000 in grant funding I/I investigations, with commitment for a \$10,000 local match (20%) on August 11, 2023
- Digital copies forwarded to the Town Supervisor, Water and Sewer and Town Clerk on 08-31-23 – hard copy can be provided if requested.

5. Lead & Copper Rule Revisions service line inventory requirements, due October 2024

- Final FFY 2024 IUP Amendment No. 2 was issued in March 2024 with no changes

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

- **However, based on the final IUP amendment, which was published by EFC in March 2024, it appears that the Town may not receive a grant**
- **The October 2024 inventory deadline remains**
- **The Town will need to continue to move forward with this recognizing that outside funding is unlikely**
- **Town should continue to organize information on lead services lines**
- **Background**
- NYSDOH recently issued a draft amendment to the FFY2024 DWSRF IUP regarding the BIL Lead Service Line Replacement (BIL-LSLR) funding. Comments were accepted via e-mail until 5:00 p.m. on Friday February 16, 2024 to design@health.ny.gov
- The result of this submission was that the Town was determined by EFC to be eligible for funding under the BIL LSLI grant program.
- [Grant funds for the program are limited, and it appears that a majority of the funding is scheduled to be awarded to large cities like NYC, Albany, and Rochester.](#)
- Municipalities may provide comments to EFC, regarding the draft IUP amendment, before it is finalized.
- **On February 14, 2024 Delaware provided a draft comment letter to help municipalities (the Town) comment on the draft IUP for EFC consideration.**
- **The Town Supervisor signed, and submitted, by email, to design@health.ny.gov on February 15, 2024**
- **While it is possible that these comments could result in funding being awarded to a greater variety of small eligible communities, it should be understood that there is no guarantee that that the Town will be one of them.**
- **Funding Listing/Application:**
 - **A report and listing form were finalized and submitted on 8/25/23 for a lead service line inventory project, covering the Town's seven water districts, to be considered for 100% grant funding through the BIL program administered by NYS DWSRF. PER and Listing form emailed to Town Supervisor and Damon on 8/25/23.**
 - **The estimated project cost is \$569,094.**
 - **If a grant is received, the project will be subject to federal and DWSRF requirements (e.g., MWBE, BABA, AIS, Davis Bacon, etc.).**
 - **A copy of what was submitted (i.e., engineering report and IUP listing form) was submitted to the Town on August 28.**
 - **DRAFT Funding Award Notification occurred in January 2024**
 - **It is likely that this funding application was not successful**
- EFC and DOH hosted a webinar on the Lead Service Line (LSL) funding available through the Bipartisan Infrastructure Legislation (BIL).
 - Grants are only available to municipalities that meet the definition of a Disadvantaged Community (DAV). If a client is not a DAV, then they will only get subsidized financing
 - In order to qualify for BIL Lead Service Line grant funding (inventory or replacement), a municipality needs to have a 2021 MHI that is less than 80% of the regionally-adjusted State MHI. The Town of Liberty Qualifies for this.
 - DAV eligibility applies to both inventory and replacement projects. DAVs can get up to 100% grant funding (\$2M max) for inventory projects, and up to 70% grant funding (\$10M max) for replacement projects.
 - You can only apply for LSL replacement funding for locations where the number and location of LSL are known and verified, even if it is just a targeted area. However, if you are requesting replacement funding, then the entire line (public and private portion) must be replaced.
 - You can apply for both inventory and replacement projects simultaneously, but with separate applications. For example, in the Village of Catskill there are some known locations of lead service lines associated with a water main replacement project that is in the planning stages, but they still need to complete a community-wide LSL inventory before the DOH October 2024 deadline.
 - You may be able to "piggy-back" a LSL replacement project with a water main replacement project that is anticipated to receive DWSRF funding, but only if the two projects can be kept completely separate. They are two different sources of funds with different reporting requirements and must be tracked separately.
 - A/E Procurement Requirements will apply, just like every other BIL-funded project. Procurement doesn't need to happen before an application is made, but it would make sense to get that out of the way while we wait for news on any grant awards so we can hit the ground running.
 - The application process for both project types is the same. No authorizing resolution is needed, just a completed DWSRF listing form and a brief Engineering Report. Engineering report templates are being worked on. Deadline is August 25.
- Town applied for a grant for the inventory this round, and may apply for replacement in subsequent rounds

6. Sherwood-Roth Booster Pump Replacement

- Town Director of Finance issued purchase order to Wittcon on 4/17/24 (contract award)

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

- Pump submittal submitted, reviewed and was returned approved and on 4/23/24
- Construction completed on 5/21; startup was scheduled to occur on 5/30/24
- **Background**
- In the fall of 2023 Damon obtained three quotes for the Sherwood-Roth Booster Pump Replacement work
- Anticipated costs exceeded standard bidding requirements under General Municipal Law § 103
 - *All contracts for public work involving an expenditure of more than \$35,000 and all purchase contracts involving an expenditure of more than \$20,000 must typically be awarded to the lowest responsible bidder after advertisement for sealed bids.*
- Damon asked us for help preparing a mini specification to put this out to bid
- We have generated a Legal Notice/Advertisement for Bids (required by GML§ 103) and Request for Bids (RFB) package
- The Legal Notice appeared in Friday's 1/26/24 edition of the Sullivan County Democrats (SCDC) with bids due on Friday 2/16/24
- It is anticipated that the Board will review bids at the February 21 meeting
- At the February 21, 2023 meeting the Town resolved to:
 - Award the Contract No. TL1-G-21 – General Construction for the Sherwood-Roth Booster Pump Replacement Work to Wittcon, Inc. for the low bid price of \$41,000, contingent upon
 - Authorize the Town Clerk to issue a Purchase Order to Wittcon, Inc. awarding the Sherwood-Roth Booster Pump Replacement to Wittcon, Inc. for a price of \$41,000, directing Wittcon to proceed with the work and to follow up with submittals for review as soon as possible
 - Authorize the Town Supervisor and Clerk to execute the necessary paperwork (e.g., purchase order, pay requests etc.), for contract initiation and completion of the work

7. Ferndale Rd/Ferndale Loomis Road Intersection Waterline Crossing

- **Board Action Required at Tonight's Meeting:**
 - Review status

Background

- The barrier that protects the waterline crossing from traffic traveling south-east on the Ferndale Loomis Road (Steep Grade) has been struck by larger vehicles three time since 2021. See photos and plan (attached)
- In the most recent event, the impact moved the barrier so that it is now touching the piping, and may have moved the vertical section of waterline out of alignment. It appears that the barrier may be cast around the vertical segment of pipe. See detail on plan (attached)
- **In its current state it seems stable but it might break the line if it sustains another impact**
- The Town Highway Department has worked with the County to place "Steep Grade" signs at the top of the Ferndale Loomis Road
- Damon and Cheryl have asked us to work with the Town to provide a recommendation for repair and get costs/proposals to complete the repairs, that will be submitted to the insurance company of the business/motorist at fault
- The nearby County bridge and guiderails sustained significant damage in the two recent events, the County wishes to repair the bridge structure and replace the guiderail this season before the traffic in that area increases
- At this time, the recommended repair would be to isolate and shut down the crossing, demo existing barrier, and install a new barrier that is similar to the existing (due to limited space). It is unlikely that the work required to complete repair (demo existing and cast new barrier) will be able to be completed without shutting down the line, and would be without service, for possibly up to a month
- Need to review and confirm with the Town Water & Sewer Dept:
 - What needs to be done to shut that line down?
 - Is there a secondary supply?

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

- If no secondary supply, how long can this line be down for?
- The County is considering the possibility of working with the Town to complete the necessary repairs through an intermunicipal agreement (IMA) with the Town, but may ultimately decline considering the close proximity to the Town's waterline

8. Attachments

- CDBG Grant Project Phase 10 – White Sulphur Springs Boyd Road
 - Boyd Road Reconstruction (Poley Paving)
 - Change Order No. 1 – Final Over/Under and Additional Paving Work Form
 - Substantial Completion Form

- Ferndale Rd/Ferndale Loomis Road Intersection Waterline Crossing Photos and Plan

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

- CDBG Grant Project Phase 10 – White Sulphur Springs Boyd Road
 - Boyd Road Reconstruction (Poley Paving)
 - Change Order No. 1 – Final Over/Under and Additional Paving Work
 - Substantial Completion
 - Payment Request No. 2 – Final
 - WSS Phase 10 Original Project (Tweedie Construction)
 - Payment Request No. 5 – Final

Liberty (T) TBM Handout 06-03-24.docx

NEW BUSINESS

SUPERVISOR AUTHORIZED TO EXECUTE CHANGE ORDER NO.1 FOR CONTRACT NO. TL2-G-2024

The Town Board does hereby authorize the Supervisor to execute Change Order No. 1 to Contract No. TL2-G-2024 based on the unit pricing from the 4/4/24 bid submitted by Poley Paving, in the amount of \$7,106.00; which will increase the total cost of the contract to \$204,056.00 (\$196,950.00 plus \$7,106.00).

Motion: Councilmember Dean Farrand
Seconded: Councilmember John Lennon
5 AYES Carried

SUPERVISOR AUTHORIZED TO ENDORSE CERTIFICATE OF SUBSTANTIAL COMPLETION FOR CONTRACT NO. TL2-G-24-GENERAL CONSTRUCTION FOR WHITE SULPHUR SPRINGS WATER DISTRICT PHASE 10 IMPROVEMENT PROJECT

The Town Board does hereby authorize the Supervisor to endorse the Certificate of Substantial Completion form for Contract No. TL2-G-24 General Construction with May 31, 2024 as the date of Substantial

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

Completion for the Boyd Road Construction Project and a final contract amount of \$204,056.00, with no amount for punchlist or remaining work to be withheld.

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL TO CLOSE MAIN STREET PARKSVILLE ON 8/17/24 FOR THE B'KWAWK FESTIVAL

The Town Board does hereby authorize the closing of Main Street Parksville on 8/17/24 from 10:00 a.m. to 7:00 p.m. for the B'Kawk Festival.

Motion: Councilmember Vincent McPhillips
Seconded: Councilmember Dean Farrand
5 AYES Carried

ACCEPTANCE OF RESIGNATION FROM JAMES DEAVEIRO FROM THE HIGHWAY DEPT EFFECTIVE 6/7/24

The Town Board does hereby accept the resignation from James DeAveiro from the Highway Department effective 6/7/24.

Motion: Councilmember John Lennon
Seconded: Councilmember Dean Farrand
5 AYES Carried

APPROVAL OF MINUTES

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

- Dept. Head / Worksession Mtg. 4/1/24
- Regular Monthly Mtg. 4/15/24
- Dept. Head / Worksession Mtg. 5/6/24

Motion: Councilmember Dean Farrand
Seconded: Supervisor Frank DeMayo
5 AYES Carried

APPROVAL FOR WATER & SEWER DEPARTMENT TO HAVE LOOMIS SEWER CLARIFIER EVALUATED BY KOESTER

The Town Board does hereby approve the Water and Sewer Department to have Koester to **EVALUATE** the Loomis Sewer Clarifier in the amount of \$3,165.00.

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

Motion: Councilmember Dean Farrand
Seconded: Supervisor Frank DeMayo
5 AYES Carried

APPROVAL FOR PARKS & RECREATION DEPARTMENT TO HIRE CAMP COUNSELOR

The Town Board does hereby approve hiring a camp counselor for the Parks and Recreation Department for the 2024 camp season to accommodate the 21 campers on the waiting list.

Motion: Councilmember Dean Farrand
Seconded: Councilperson Vincent McPhillips
5 AYES Carried

DISCUSSION

1. Flow capacity and project budget for the Swan Lake Sewer Wastewater Treatment Plant Upgrade.

TOWN BOARD TO CONSIDER AND AGREE TO A PROJECT BUDGET OF \$40M AND ESTIMATED DISTRICT BUILDOUT OF 960,000 GPD FOR THE SWAN LAKE WASTE WATER TREATMENT PLANT PROJECT

The Town Board does hereby consider and agree to a project budget of \$40M and a plant flow capacity capable of serving, at minimum, the estimated district buildout of 960,000 gpd (maximum potential WWTP buildout using the existing oxidation ditches).

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

Supervisor Frank DeMayo	voting	AYE
Councilmember Dean Farrand	voting	AYE
Councilmember John Lennon	voting	AYE
Councilmember Vincent McPhillips	voting	NO
Councilmember Sherri Kavleski	voting	NO

The resolution was thereupon declared duly adopted.

Motion: Supervisor Frank DeMayo
Seconded: Councilmember John Lennon
3 AYES Carried

2. Devany Rd. - Request by Abraham Mizrahi to connect as out of district users-

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

Checking with Delaware Engineering

3. Court request

APPROVAL OF JUSTICE COURT REPAIRS

The Town Board does hereby approve the following repairs for the Justice Court;

- Relocate wall hung mini split air conditioner in the amount of \$3,900.00
- Remove half door and install full size door in Court Office in the amount of \$2,685.00
- Ceiling in "Sunroom of Court Office- Denied-Ceiling does not need to be replaced-Damaged tiles to be replaced
- Clean concrete steps leading to Courtroom and install Grit Strip Metal Stair Treads with tapcons in the amount of \$3,814.95

Motion: Councilperson Dean Farrand

Seconded: Councilmember Vincent McPhillips

5 AYES Carried

4. Pavilion / Office space at Park & Rec.

REBID DATE SET

The Town Board of the Town of Liberty does hereby set the re-bid date for the Pavilion at Walnut Mountain and the Level II Renovations for 7/11/24 at the Town Hall, 120 North Main Street, Liberty at 11:00 a.m. with a start date of no later than 10/1/24. Councilperson Lennon requested the kitchen/bathroom rough in be added to the plans.

Motion: Councilperson John Lennon

Seconded: Supervisor Frank DeMayo

5 AYES Carried

5. Meter

UNDER REVIEW

1. Drilled wells with a yield of less than 5 GPM.
2. Training & Recommendations policy- Planning & Zoning
3. Shipping Containers
4. Fence In/Fence Out
5. AIRBNB
6. Solar

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

7. County Water / Sewer Study-Town & Village Boards –Comp Plan Discussion-Setting date for meeting at High School Auditorium

IN PROGRESS

1. Converting and moving the Building Department and the Assessor's Office to the Park & Recreation Building.
2. Fines
3. Empty Lot in Parksville
4. Illegal dumping of garbage
5. Delaware Town/Village Water Sewer Study
6. Lead Service Line Inventory
7. Walnut Mt. Pavilion.
8. Swan Lake-Lake
9. Clean-Up of 334 Old Loomis Road, SBL # 35.-1-26.

PUBLIC PARTICIPATION

Vance Spicer-Devany Rd.

Cora Edwards-Swan Lake

Michael Edwards-Devany Rd.

Manny Steinberg-Town Growth

Erin Smith-Swan Lake

Elizabeth Greig-Devany Rd.

BOARD DISCUSSION

Councilperson Vincent McPhillips

- HR-Jacqueline Leventoff-In Executive Session

Councilmember John Lennon

- Nothing to report

Councilmember Dean Farrand

- Nothing to report

Councilmember Sherri Kavleski

- Soap Box Derby was great

TOWN OF LIBERTY BOARD MEETING
PLACE: SENIOR CENTER, 119 NORTH MAIN STREET, LIBERTY, NY 12754
DATE: 06/03/24
TIME: 6:30PM

Supervisor Frank DeMayo

- LaPolt Park Maintenance
- Foot Bridge-Swan Lake

EXECUTIVE SESSION

The Town Board does hereby go into Executive Session to discuss a contract negotiation at 7:47 p.m.

Motion: Supervisor Frank DeMayo
Seconded: Councilmember Dean Farrand
5 AYES Carried

OUT OF EXECUTIVE SESSION

The Town Board does hereby come out of Executive Session at 8:26 p.m.

Motion: Councilmember Dean Farrand
Seconded: Supervisor Frank DeMayo
5 AYES Carried

ADJOURN

The Town Board does hereby adjourn the meeting at 8:27 p.m.

Motion: Supervisor Frank DeMayo
Seconded: Councilmember Sherri Kavleski
5 AYES Carried

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
830	5403	CHARTER COMMUNICATIONS						
GENERAL FUND - TOWNWIDE		Contractual		A 7020 4		109.99	64539	109.99
831	110	NYSE&G						
STEVENSVILLE WATER DISTRICT		Contractual		W3 8311 4		2,714.94	64536	2,714.94
832	110	NYSE&G						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		235.34	64536	
GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		102.42		
GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		69.39		407.15
833	110	NYSE&G						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		19.40	64536	
INFIRMARY ROAD SEWER DISTRICT		Contractual		S7 8110 4		22.89		42.29
834	3038	CONSTELLATION ENERGY SVC OF NY						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		68.84	64537	
GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		35.56		104.40
835	4417	CLEARFLY						
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		127.40	64538	
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		585.82		
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		37.24		1,159.93
836	380	PAYROLL ACCOUNT						
GENERAL FUND - TOWNWIDE		Pers. Ser.		A 1010 1		1,450.40	24060400	
GENERAL FUND - TOWNWIDE		Per. Ser.		A 1110 1		9,050.36		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 1220 1		4,991.99		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 1310 1		2,774.66		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 1355 1		3,885.15		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 1410 1		4,375.79		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 3510 1		1,545.08		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 5010 1		4,499.54		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 7020 1		5,789.44		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 7110 1		8,009.91		
GENERAL FUND - TOWNWIDE		Per. Services		A 7140 1		245.65		
GENERAL FUND - TOWNWIDE		Per. Ser.		A 7150 1		2,256.10		
GENERAL FUND - TOWNWIDE		Day Camp Personal Services		A 7312 1		576.20		
TOWN - OUTSIDE VILLAGE		Per. Ser.		B 1420 1		763.36		
TOWN - OUTSIDE VILLAGE		Per. Ser.		B 3620 1		3,617.56		
TOWN - OUTSIDE VILLAGE		Per. Ser.		B 8020 1		350.00		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Per. Ser.		DA 5130 1		4,331.33		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Per. Ser.		DB 5110 1		28,052.12		
WATER AND SEWER OPERATIONAL FUND		Per. Ser.		MO 8110 1		15,722.11		102,286.75

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
837	1227	FIRST NATL. BANK OF JEFFERSONVILLE						
		GENERAL FUND - TOWNWIDE		Emp. Benefit	A 9030 8	3,704.64	24060401	
		TOWN - OUTSIDE VILLAGE		Emp. Benefit	B 9030 8	359.71		
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefits	DA 9030 8	324.46		
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits	DB 9030 8	2,120.01		
		WATER AND SEWER OPERATIONAL FUND		Emp. Benefits	MO 9030 8	1,202.10		7,710.92
838	7032	DELAWARE ENGINEERING, D.P.C.						
		COMMUNITY DEVELOPMENT BLOCK GRANTS		Capital Improvement	CD 8311 3	5,661.91	1798	5,661.91
839	7032	DELAWARE ENGINEERING, D.P.C.						
		COMMUNITY DEVELOPMENT BLOCK GRANTS		Capital Improvement	CD 8311 3	8,451.10	1799	8,451.10
840	575	ADVANCED AUTO PARTS						
		WATER AND SEWER OPERATIONAL FUND		Contractual	MO 8110 4	23.61		23.61
841	180	ALL STEEL AND ALUMINUM						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual	DA 5130 4	100.00		100.00
842	180	ALL STEEL AND ALUMINUM						
		WATER AND SEWER OPERATIONAL FUND		Contractual	MO 8110 4	415.00		415.00
843	1595	AMERICAN EXPRESS						
		GENERAL FUND - TOWNWIDE		Contractual	A 1010 4	15.99		15.99
844	1595	AMERICAN EXPRESS						
		GENERAL FUND - TOWNWIDE		Equipment	A 3510 2	721.71		
		GENERAL FUND - TOWNWIDE		Contractual	A 3510 4	278.83		1,000.54
845	1595	AMERICAN EXPRESS						
		GENERAL FUND - TOWNWIDE		Contractual	A 7020 4	50.05		
		GENERAL FUND - TOWNWIDE		Contractual	A 7110 4	149.66		199.71
846	2038	ARKEL MOTORS INC						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual	DA 5130 4	534.37		534.37
847	8119	ATLAS SECURITY SERVICES, INC						
		GENERAL FUND - TOWNWIDE		Contractual	A 1110 4	1,659.84		1,659.84
848	20	CATSKILL-DELAWARE PUB.						
		GENERAL FUND - TOWNWIDE		Contractual	A 1355 4	69.00		69.00
849	20	CATSKILL-DELAWARE PUB.						
		GENERAL FUND - TOWNWIDE		Contractual	A 1670 4	129.00		129.00
850	6090	CIRILLO ARCHITECTS, PC						
		GENERAL FUND - TOWNWIDE		Contractual	A 1968 4	1,884.37		1,884.37
851	7206	DAVIS VISION INC						
		GENERAL FUND - TOWNWIDE		Emp. Benefit	A 9060 8	295.44		295.44
852	1417	DECKER CONTRACTORS	16791					
		GENERAL FUND - TOWNWIDE		Contractual	A 5132 4	2,618.00		2,618.00
853	7032	DELAWARE ENGINEERING, D.P.C.						
		RESERVE - SWAN LAKE SEWER		Capital Outlay	HX 8310 3	31,049.91		31,049.91

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
854	7023	DELTA DENTAL OF NEW YORK GENERAL FUND - TOWNWIDE	Emp. Benefit	A 9060 8		408.36		408.36
855	1972	DOWSER WATER GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		42.92		42.92
856	312	LAURIE DUTCHER TOWN - OUTSIDE VILLAGE	Contractual	B 4020 4		115.00		115.00
857	572	ERTS MECHANICAL GENERAL FUND - TOWNWIDE	Contractual	A 3510 4		322.91		322.91
858	1465	FLEETPRIDE HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		234.90		234.90
859	7042	FUSCO ENGINEERING & LAND SURVEYING GENERAL FUND - TOWNWIDE	Contractual	A 1968 4		1,800.00		1,800.00
860	7042	FUSCO ENGINEERING & LAND SURVEYING TOWN - OUTSIDE VILLAGE	Fusco Fire Inspections	B 3620 42		400.00		400.00
861	1192	INTERNATIONAL CODE COUNCIL, INC. TOWN - OUTSIDE VILLAGE	Contractual	B 3620 4		160.00		160.00
862	1474	KIMBALL-MIDWEST HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		550.52		550.52
863	1609	KENNETH KLEIN GENERAL FUND - TOWNWIDE	Contractual	A 1420 4		5,500.00		5,500.00
864	1510	KRISTT CO. GENERAL FUND - TOWNWIDE	Contractual	A 1220 4		24.30		24.30
865	970	LIBERTY FARM, HOME & PET GENERAL FUND - TOWNWIDE	Contractual	A 1962 4		2,230.23		2,230.23
866	730	LIBERTY PRESS WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		89.00		89.00
867	1499	MIRABITO ENERGY PRODUCTS HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		2,140.00		2,140.00
868	1929	NYS THRUWAY AUTHORITY GENERAL FUND - TOWNWIDE	Contractual	A 1410 4		525.00		525.00
869	7184	NORTH EAST PARTS GROUP, LLC WATER AND SEWER OPERATIONAL FUND	Contractual	MO 8110 4		125.97		125.97
870	521	S.C. ASSESSOR'S ASSOC. GENERAL FUND - TOWNWIDE	Contractual	A 1355 4		110.00		110.00
871	3013	PARTNERS IN SAFETY, INC. GENERAL FUND - TOWNWIDE	Emp. Benefit	A 9050 8		45.00		45.00
872	1730	PITNEY BOWES BANK INC PURCHASE PWR GENERAL FUND - TOWNWIDE	Contractual	A 1620 4		578.43		578.43

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
873	4221	PITNEY BOWES BANK RESERVE ACCOUNT						
		GENERAL FUND - TOWNWIDE		Contractual	A 1670 4	1,000.00		1,000.00
874	1969	PRESTIGE TOWING & RECOVERY						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual	DA 5130 4	225.00		225.00
875	8010	QUILL CORPORATION						
		GENERAL FUND - TOWNWIDE		Contractual	A 1310 4	171.11		
		GENERAL FUND - TOWNWIDE		Contractual	A 1620 4	74.86		245.97
876	8010	QUILL CORPORATION						
		TOWN - OUTSIDE VILLAGE		Contractual	B 3620 4	139.43		139.43
877	8024	QUILL						
		GENERAL FUND - TOWNWIDE		Contractual	A 7110 4	183.35		
		GENERAL FUND - TOWNWIDE		Day Camp Contractual Expense	A 7312 4	31.99		215.34
878	3307	RESNICK ENERGY						
		GENERAL FUND - TOWNWIDE		Contractual	A 5132 4	268.39		
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual	DB 5110 4	718.14		986.53
879	160	SCHMIDTS WHOLESALE, INC.						
		LOOMIS WATER DISTRICT		Contractual	W1 8310 4	89.95		
		FERNDALE WATER DISTRICT		Contractual	W2 8310 4	258.59		
		STEVENSVILLE WATER DISTRICT		Contractual	W3 8310 4	393.51		
		W.S.S. WATER DISTRICT		Contractual	W4 8310 4	213.62		
		INDIAN LAKE WATER DISTRICT		Contractual	W5 8310 4	56.22		
		COLD SPRING ROAD WATER DISTRICT		Contractual	W6 8310 4	33.70		
		ROUTE 55 WATER DISTRICT		Contractual	W7 8310 4	78.71		1,124.30
880	1895	S & S WORLDWIDE						
		GENERAL FUND - TOWNWIDE		Contractual	A 7140 4	47.49		47.49
881	8086	STANDARD LIFE INSURANCE COMP OF NY						
		GENERAL FUND - TOWNWIDE		Emp. Benefit	A 9060 8	270.69		
		TOWN - OUTSIDE VILLAGE		Empl. Benefit	B 9060 8	30.76		
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Emp. Benefit	DA 9060 8	116.89		
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Emp. Benefits	DB 9060 8	92.28		
		WATER AND SEWER OPERATIONAL FUND		Emp. Benefits	MO 9060 8	104.58		615.20
882	1251	STAPLES ADVANTAGE						
		GENERAL FUND - TOWNWIDE		Contractual	A 1110 4	59.97		59.97
883	2225	SULLIVAN COUNTY LABS						
		WATER AND SEWER OPERATIONAL FUND		Contractual	MO 8110 4	252.00		
		W.S.S. WATER DISTRICT		Contractual	W4 8310 4	41.00		293.00
884	453	TRACTOR SUPPLY BUSINESS ACCOUNT						
		WATER AND SEWER OPERATIONAL FUND		Contractual	MO 8110 4	59.99		59.99
885	420	TRADING POST - LIBERTY						
		GENERAL FUND - TOWNWIDE		Contractual	A 1962 4	89.91		89.91
886	420	TRADING POST - LIBERTY						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual	DA 5130 4	21.36		21.36

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
887	420	TRADING POST - LIBERTY						
		GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		171.83
		GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		4.99
								176.82
888	420	TRADING POST - LIBERTY						
		WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		84.29
		S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		169.99
								254.28
889	1580	UPS						
		WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		61.69
								61.69
890	4031	VILLAGE OF LIBERTY						
		GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		2,945.00
								2,945.00
891	4032	VILLAGE OF LIBERTY WATERWORKS						
		COLD SPRING ROAD WATER DISTRICT		Contractual		W6 8310 4		2,672.40
								2,672.40
892	2310	WECHSLER POOL AND SUPPLY CO						
		GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		171.17
								171.17
893	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
894	1941	WEX BANK						
		GENERAL FUND - TOWNWIDE		Contractual		A 1355 4		56.25
								56.25
895	1514	WHITE SULPHUR AUTO & TRUCK						
		WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		775.62
								775.62
896	7023	DELTA DENTAL OF NEW YORK						
		GENERAL FUND - TOWNWIDE		Emp. Benefit		A 9060 8	24061000	518.60
								518.60
897	5407	CHARTER COMMUNICATIONS						
		GENERAL FUND - TOWNWIDE		Contractual		A 5132 4	64545	39.35
								39.35
898	643	VERIZON SELECT SERVICES INC.						
		S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4	64542	1.80
								1.80
899	130	VERIZON						
		FERNDAL WATER DISTRICT		Contractual		W2 8310 4	64541	221.06
		W.S.S. WATER DISTRICT		Contractual		W4 8310 4		73.69
								294.75
900	3314	RINGSQUARED TELECOM LLC						
		GENERAL FUND - TOWNWIDE		Contractual		A 1110 4	64544	34.00
		GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		246.36
		GENERAL FUND - TOWNWIDE		Contractual		A 7110 4		34.00
		GENERAL FUND - TOWNWIDE		Contractual		A 7150 4		34.00
		WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		34.00
								382.36
901	110	NYSE&G						
		GENERAL FUND - TOWNWIDE		Contractual		A 5182 4	64540	1,287.71
		FERNDAL LIGHT DISTRICT		Contractual		L1 5182 4		386.41
		SWAN LAKE LIGHT DISTRICT		Contractual		L2 5182 4		1,117.11
		W.S.S. LIGHT DISTRICT		Contractual		L3 5182 4		447.54

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
		PARKSVILLE LIGHT DISTRICT		Contractual		L4 5182 4		361.08
		LOCH SHELDRAKE ROAD LIGHT DISTRICT		Contractual		L5 5182 4		372.30
	902	110 NYSE&G						3,972.15
	S. L. /	BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4	64540	1,255.29
	903	110 NYSE&G						
	FERNDALE WATER DISTRICT			Contractual		W2 8310 4	64540	255.80
	STEVENSVILLE WATER DISTRICT			Contractual		W3 8310 4		823.66
	ROUTE 55 WATER DISTRICT			Contractual		W7 8310 4		955.95
	904	3038 CONSTELLATION ENERGY SVC OF NY						
	GENERAL FUND - TOWNWIDE			Contractual		A 5182 4	64543	49.08
	905	3038 CONSTELLATION ENERGY SVC OF NY						
	GENERAL FUND - TOWNWIDE			Contractual		A 5132 4	64543	213.60
	906	3038 CONSTELLATION ENERGY SVC OF NY						
	GENERAL FUND - TOWNWIDE			Contractual		A 7150 4	64543	202.46
	907	3038 CONSTELLATION ENERGY SVC OF NY						
	S. L. /	BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4	64543	1,464.19
	FERNDALE WATER DISTRICT			Contractual		W2 8310 4		159.94
	STEVENSVILLE WATER DISTRICT			Contractual		W3 8310 4		393.90
	ROUTE 55 WATER DISTRICT			Contractual		W7 8310 4		143.14
	908	575 ADVANCED AUTO PARTS						
	HIGHWAY FUND - TOWNWIDE - HWY 3 & 4			Contractual		DA 5130 4		414.90
	909	575 ADVANCED AUTO PARTS						
	WATER AND SEWER OPERATIONAL FUND			Contractual		MO 8110 4		24.80
	910	1595 AMERICAN EXPRESS						
	GENERAL FUND - TOWNWIDE			Contractual		A 5132 4		171.99
	911	1595 AMERICAN EXPRESS						
	GENERAL FUND - TOWNWIDE			Contractual		A 7110 4		139.00
	GENERAL FUND - TOWNWIDE			Day Camp Contractual Expense		A 7312 4		325.00
	912	1595 AMERICAN EXPRESS						
	GENERAL FUND - TOWNWIDE			Contractual		A 1355 4		47.95
	913	1595 AMERICAN EXPRESS						
	GENERAL FUND - TOWNWIDE			Equipment		A 1220 2		497.00
	GENERAL FUND - TOWNWIDE			Contractual		A 1220 4		64.99
	914	1595 AMERICAN EXPRESS						
	GENERAL FUND - TOWNWIDE			Contractual		A 1410 4		4.57
	GENERAL FUND - TOWNWIDE			Contractual		A 1680 4		94.83
	915	2048 APPLIED LOGIC CORP.						
	GENERAL FUND - TOWNWIDE			Contractual		A 1680 4		261.00
	916	8119 ATLAS SECURITY SERVICES, INC						
	GENERAL FUND - TOWNWIDE			Contractual		A 1110 4		1,158.43

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
917	368	BADGER METER INC						
		LOOMIS WATER DISTRICT		Contractual		31.89		
		COLD SPRING ROAD WATER DISTRICT		Contractual		31.88		63.77
918	4027	BURKE EXCAVATING CORP						
		GENERAL FUND - TOWNWIDE		Contractual		1,500.00		1,500.00
919	850	SULLIVAN MATERIALS	16796					
		HIGHWAY CHIPS FUND		Capital Outlay		12,104.83		12,104.83
920	1740	CAMPBELL FREIGHTLINER						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		3.36		3.36
921	7231	CASELLA						
		GENERAL FUND - TOWNWIDE		Contractual		197.76		197.76
922	20	CATSKILL-DELAWARE PUB.						
		GENERAL FUND - TOWNWIDE		Contractual		50.10		50.10
923	1682	CNA SURETY DIRECT BILL						
		WATER AND SEWER OPERATIONAL FUND		Insurance		100.00		100.00
924	4117	CN WOOD CO, INC						
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		750.00		750.00
925	7205	COMMUNITY FOUNDATION OF ORANGE/SULL						
		GENERAL FUND - TOWNWIDE		Contractual		150.00		150.00
926	3061	CPE SERVICE SYSTEM SOLUTIONS	16745					
		S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		6,400.00		6,400.00
927	7022	DELAWARE VALLEY FARM & GARDEN						
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		179.98		179.98
928	1729	SULLIVAN COUNTY TREASURER						
		GENERAL FUND - TOWNWIDE		Contractual		33.60		33.60
929	1972	DOWSER WATER						
		GENERAL FUND - TOWNWIDE		Contractual		67.91		67.91
930	1218	EMERALD EQUIPMENT SYSTEMS						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		373.10		373.10
931	6028	ENDICOTT COMM INC						
		WATER AND SEWER OPERATIONAL FUND		Contractual		346.40		346.40
932	1944	FOCUS MEDIA, INC						
		GENERAL FUND - TOWNWIDE		Contractual		258.09		258.09
933	1187	4 IMPRINT						
		GENERAL FUND - TOWNWIDE		Day Camp Contractual Expense		821.44		821.44
934	7042	FUSCO ENGINEERING & LAND SURVEYING						
		TOWN - OUTSIDE VILLAGE		Fusco Engineering Contract		12,083.33		12,083.33

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
935	7207	GREAT OUTDOOR ADS LLC						
		GENERAL FUND - TOWNWIDE	Contractual	A 1480 4		95.00		95.00
936	5349	VALERIE HENRY						
		GENERAL FUND - TOWNWIDE	Contractual	A 7150 4		40.00		
		GENERAL FUND - TOWNWIDE	Day Camp Contractual Expense	A 7312 4		660.00		700.00
937	573	JOHN H. ESCHENBERG INC						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		201.59		201.59
938	1709	LAWSON PRODUCTS, INC						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		243.17		243.17
939	970	LIBERTY FARM, HOME & PET						
		GENERAL FUND - TOWNWIDE	Contractual	A 7110 4		69.90		69.90
940	970	LIBERTY FARM, HOME & PET						
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		50.94		50.94
941	970	LIBERTY FARM, HOME & PET						
		GENERAL FUND - TOWNWIDE	Contractual	A 1962 4		34.99		34.99
942	5191	GATEHOUSE MEDIA NEW YORK HOLDINGS						
		GENERAL FUND - TOWNWIDE	PARKSVILLE APPLICATION FEE	A 1978 42		71.00		71.00
943	7146	AMANDA MARTIN						
		GENERAL FUND - TOWNWIDE	Contractual	A 7550 4		112.00		112.00
944	1499	MIRABITO ENERGY PRODUCTS						
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		1,801.35		1,801.35
945	232	STATE OF NY DEPT. OF CIVIL SERVICE						
		GENERAL FUND - TOWNWIDE	Emp. Benefit	A 9060 8		35,096.28		
		TOWN - OUTSIDE VILLAGE	Empl. Benefit	B 9060 8		3,988.21		
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Emp. Benefit	DA 9060 8		15,155.21		
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Emp. Benefits	DB 9060 8		11,964.64		
		WATER AND SEWER OPERATIONAL FUND	Emp. Benefits	MO 9060 8		13,559.93		79,764.27
946	7184	NORTH EAST PARTS GROUP, LLC						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		1,148.81		1,148.81
947	3013	PARTNERS IN SAFETY, INC.						
		GENERAL FUND - TOWNWIDE	Emp. Benefit	A 9050 8		98.00		98.00
948	1969	PRESTIGE TOWING & RECOVERY						
		HIGHWAY FUND - TOWNWIDE - HWY 3 & 4	Contractual	DA 5130 4		330.00		330.00
949	8010	QUILL CORPORATION						
		GENERAL FUND - TOWNWIDE	Contractual	A 5132 4		247.95		247.95
950	8024	QUILL						
		GENERAL FUND - TOWNWIDE	Contractual	A 7020 4		32.08		32.08
951	3307	RESNICK ENERGY						
		HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1	Contractual	DB 5110 4		1,398.12		1,398.12

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK AMOUNT
952	3307	RESNICK ENERGY						
GENERAL FUND - TOWNWIDE		Contractual		A 1620 4		258.26		258.26
953	8023	ROBERT GREEN TRUCK DIVISION						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		431.20		431.20
954	1247	ROUTE 55 WATER DISTRICT						
LOOMIS WATER DISTRICT		DISTRICT TO DISTRICT SALES		W1 8310 41		5,610.00		5,610.00
955	160	SCHMIDTS WHOLESALE, INC.	16792					
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Contractual		DB 5110 4		3,658.89		3,658.89
956	2135	SHELTER POINT LIFE INSURANCE CO						
GENERAL FUND - TOWNWIDE		Employee Benefits		A 9055 8		675.05		
TOWN - OUTSIDE VILLAGE		Employee Benefits		B 9055 8		76.71		
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Employee Benefits		DA 9055 8		291.50		
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1		Employee Benefits		DB 9055 8		230.13		
WATER AND SEWER OPERATIONAL FUND		Employee Benefits		MO 9055 8		260.81		1,534.20
957	2214	SIGMA CONTROLS, INC						
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		118.12		118.12
958	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		27.49		27.49
959	1251	STAPLES ADVANTAGE						
GENERAL FUND - TOWNWIDE		Contractual		A 1110 4		147.54		147.54
960	5020	STEVENSVILLE WATER DIST.						
S. L. / BRISCOE CONSOLIDATED SEWER		Contractual		S2 8110 4		225.00		
FERNDALE WATER DISTRICT		DISTRICT TO DISTRICT SALES		W2 8310 41		22,211.75		
ROUTE 55 WATER DISTRICT		DISTRICT TO DISTRICT SALES		W7 8310 41		9,707.50		32,144.25
961	1822	SUBSURFACE TECHNOLOGIES INC	16744					
STEVENSVILLE WATER DISTRICT		Contractual		W3 8311 4		10,600.00		10,600.00
962	461	TOWN OF LIBERTY						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		43.52		43.52
963	1000	TRACEY RD. EQUIPMENT, INC.	16794					
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		8,526.88		8,526.88
964	1000	TRACEY RD. EQUIPMENT, INC.						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		214.44		214.44
965	453	TRACTOR SUPPLY BUSINESS ACCOUNT						
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		119.99		119.99
966	420	TRADING POST - LIBERTY						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4		Contractual		DA 5130 4		238.93		238.93
967	420	TRADING POST - LIBERTY						
WATER AND SEWER OPERATIONAL FUND		Contractual		MO 8110 4		132.29		
STEVENSVILLE WATER DISTRICT		Contractual		W3 8310 4		19.99		152.28

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	ACCOUNT	ENC	AMOUNT	CHECK#	CHECK	AMOUNT
968	420	TRADING POST - LIBERTY							
GENERAL FUND - TOWNWIDE				Contractual		A 7110 4			277.72
GENERAL FUND - TOWNWIDE				Contractual		A 7150 4			327.98
								605.70	
969	420	TRADING POST - LIBERTY							
GENERAL FUND - TOWNWIDE				Contractual		A 1962 4			284.29
								284.29	
970	8123	HD SUPPLY, INC							
STEVENSVILLE WATER DISTRICT				Contractual		W3 8311 4			341.00
								341.00	
971	247	WASTE MANAGEMENT, INC.							
S. L. / BRISCOE CONSOLIDATED SEWER				Contractual		S2 8110 4			1,057.64
								1,057.64	
972	2310	WECHSLER POOL AND SUPPLY CO	16686						
GENERAL FUND - TOWNWIDE				Contractual		A 7150 4			1,685.65
								1,685.65	
973	1600	WECHSLER POOL AND SUPPLY CO							
STEVENSVILLE WATER DISTRICT				Contractual		W3 8310 4			722.95
STEVENSVILLE WATER DISTRICT				Contractual		W3 8311 4			580.65
W.S.S. WATER DISTRICT				Contractual		W4 8310 4			211.85
								1,515.45	
974	2310	WECHSLER POOL AND SUPPLY CO	16687						
GENERAL FUND - TOWNWIDE				Contractual		A 7150 4			1,437.50
								1,437.50	
975	1902	WEX BANK							
WATER AND SEWER OPERATIONAL FUND				Contractual		MO 8110 4			1,664.50
								1,664.50	
976	1937	WEX BANK							
GENERAL FUND - TOWNWIDE				Contractual		A 7110 4			894.90
								894.90	
977	634	WAHL'S WELDING SUPPLY							
WATER AND SEWER OPERATIONAL FUND				Contractual		MO 8110 4			46.75
								46.75	
978	517	HOME DEPOT CREDIT SERVICES	16793						
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4				Equipment		DA 5130 2			1,099.00
								1,099.00	
979	420	TRADING POST - LIBERTY							
GENERAL FUND - TOWNWIDE				Contractual		A 7110 4			51.04
GENERAL FUND - TOWNWIDE				Contractual		A 7150 4			40.96
								92.00	
980	8010	QUILL CORPORATION							
GENERAL FUND - TOWNWIDE				Contractual		A 1410 4			199.64
GENERAL FUND - TOWNWIDE				Contractual		A 1620 4			55.09
								254.73	

407,382.79 **

GENERAL FUND - TOWNWIDE	ACCOUNT	ENC	AMOUNT
Pers. Ser.	A 1010	1	1,450.40
Contractual	A 1010	4	15.99
Per. Ser.	A 1110	1	9,050.36
Contractual	A 1110	4	3,214.67
Per. Ser.	A 1220	1	4,991.99
Equipment	A 1220	2	497.00
Contractual	A 1220	4	121.49
Per. Ser.	A 1310	1	2,774.66
Contractual	A 1310	4	202.96
Contractual	A 1330	4	16.10
Per. Ser.	A 1355	1	3,885.15
Contractual	A 1355	4	360.10
Per. Ser.	A 1410	1	4,375.79
Contractual	A 1410	4	751.92
Contractual	A 1420	4	5,500.00
Contractual	A 1480	4	353.09
Contractual	A 1620	4	5,158.83
Contractual	A 1670	4	1,179.10
Contractual	A 1680	4	371.93
Contractual	A 1962	4	2,639.42
Contractual	A 1968	4	3,684.37
PARKSVILLE APPLICATION FEE	A 1978	42	71.00
Per. Ser.	A 3510	1	1,545.08
Equipment	A 3510	2	721.71
Contractual	A 3510	4	601.74
Per. Ser.	A 5010	1	4,499.54
Contractual	A 5132	4	3,857.12
Contractual	A 5182	4	1,336.79
Contractual	A 6772	4	24.73
Per. Ser.	A 7020	1	5,789.44
Contractual	A 7020	4	268.88
Per. Ser.	A 7110	1	8,009.91
Contractual	A 7110	4	2,107.42
Per. Services	A 7140	1	245.65
Contractual	A 7140	4	197.49
Per. Ser.	A 7150	1	2,256.10
Contractual	A 7150	4	4,049.66
Day Camp Personal Services	A 7312	1	576.20
Day Camp Contractual Expense	A 7312	4	1,838.43
Contractual	A 7550	4	112.00
Contractual	A 8810	4	1,500.00
Emp. Benefit	A 9030	8	3,704.64
Emp. Benefit	A 9050	8	143.00
Employee Benefits	A 9055	8	675.05
Emp. Benefit	A 9060	8	36,589.37

131,316.27 *

131,316.27 **

TOWN - OUTSIDE VILLAGE	ACCOUNT	ENC	AMOUNT
Per. Ser.	B 1420	1	763.36
Per. Ser.	B 3620	1	3,617.56
Contractual	B 3620	4	392.42
Fusco Engineering Contract	B 3620	41	12,083.33
Fusco Fire Inspections	B 3620	42	400.00
Contractual	B 4020	4	115.00

	ACCOUNT	ENC	AMOUNT	
TOWN - OUTSIDE VILLAGE				
Per. Ser.	B 8020 1		350.00	
Emp. Benefit	B 9030 8		359.71	
Employee Benefits	B 9055 8		76.71	
Empl. Benefit	B 9060 8		4,018.97	
				22,177.06 *
				22,177.06 **
COMMUNITY DEVELOPMENT BLOCK GRANTS				
Capital Improvement	CD 8311 3		14,113.01	
				14,113.01 *
				14,113.01 **
HIGHWAY FUND - TOWNWIDE - HWY 3 & 4				
Per. Ser.	DA 5130 1		4,331.33	
Equipment	DA 5130 2		1,099.00	
Contractual	DA 5130 4		13,792.53	
Emp. Benefits	DA 9030 8		324.46	
Employee Benefits	DA 9055 8		291.50	
Emp. Benefit	DA 9060 8		15,272.10	
				35,110.92 *
				35,110.92 **
HIGHWAY FUND - TOWN OUTSIDE VILLAGE-HWY1				
Per. Ser.	DB 5110 1		28,052.12	
Contractual	DB 5110 4		10,697.42	
Emp. Benefits	DB 9030 8		2,120.01	
Employee Benefits	DB 9055 8		230.13	
Emp. Benefits	DB 9060 8		12,056.92	
				53,156.60 *
				53,156.60 **
HIGHWAY CHIPS FUND				
Capital Outlay	DC 5112 3		12,104.83	
				12,104.83 *
				12,104.83 **
RESERVE - SWAN LAKE SEWER				
Capital Outlay	HX 8310 3		31,049.91	
				31,049.91 *
				31,049.91 **
FERNDALE LIGHT DISTRICT				
Contractual	L1 5182 4		386.41	
				386.41 *
				386.41 **
SWAN LAKE LIGHT DISTRICT				
Contractual	L2 5182 4		1,117.11	
				1,117.11 *
				1,117.11 **
W.S.S. LIGHT DISTRICT				
Contractual	L3 5182 4		447.54	
				447.54 *
				447.54 **

	ACCOUNT	ENC	AMOUNT	
PARKSVILLE LIGHT DISTRICT				
Contractual	L4 5182 4		361.08	361.08 *
				361.08 **
LOCH SHELDRAKE ROAD LIGHT DISTRICT				
Contractual	L5 5182 4		372.30	372.30 *
				372.30 **
WATER AND SEWER OPERATIONAL FUND				
Insurance	MO 1910 4		100.00	
Per. Ser.	MO 8110 1		15,722.11	
Contractual	MO 8110 4		4,216.67	
Emp. Benefits	MO 9030 8		1,202.10	
Employee Benefits	MO 9055 8		260.81	
Emp. Benefits	MO 9060 8		13,664.51	35,166.20 *
				35,166.20 **
S. L. / BRISCOE CONSOLIDATED SEWER				
Contractual	S2 8110 4		10,593.31	10,593.31 *
				10,593.31 **
INFIRMARY ROAD SEWER DISTRICT				
Contractual	S7 8110 4		22.89	22.89 *
				22.89 **
LOOMIS WATER DISTRICT				
Contractual	W1 8310 4		121.84	
DISTRICT TO DISTRICT SALES	W1 8310 41		5,610.00	5,731.84 *
				5,731.84 **
FERNDALE WATER DISTRICT				
Contractual	W2 8310 4		895.39	
DISTRICT TO DISTRICT SALES	W2 8310 41		22,211.75	23,107.14 *
				23,107.14 **
STEVENSVILLE WATER DISTRICT				
Contractual	W3 8310 4		2,592.12	
Contractual	W3 8311 4		14,236.59	16,828.71 *
				16,828.71 **
W.S.S. WATER DISTRICT				
Contractual	W4 8310 4		540.16	540.16 *
				540.16 **
INDIAN LAKE WATER DISTRICT				
Contractual	W5 8310 4		56.22	56.22 *
				56.22 **

	ACCOUNT	ENC	AMOUNT	
COLD SPRING ROAD WATER DISTRICT				
Contractual	W6 8310 4		2,737.98	2,737.98 *
				2,737.98 **
ROUTE 55 WATER DISTRICT				
Contractual	W7 8310 4		1,177.80	
DISTRICT TO DISTRICT SALES	W7 8310 41		9,707.50	10,885.30 *
				10,885.30 **
				407,382.79 ***

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

COUNCILPERSON

VOUCHER#	VENDOR#	CLAIMANT NAME/ADDRESS	PO #	AMOUNT	CHECK#
806	7023	DELTA DENTAL OF NEW YORK		463.4024051700	
807	1096	CHARTER COMMUNICATIONS		119.98	64463
808	110	NYSE&G		283.37	64436
809	110	NYSE&G		653.63	64436
810	130	VERIZON		755.06	64437
811	4032	VILLAGE OF LIBERTY WATERWORKS		192.05	64494
812	5404	CHARTER COMMUNICATIONS		119.98	64501
813	658	VERIZON WIRELESS		75.98	64458
814	658	VERIZON WIRELESS		37.99	64458
815	380	PAYROLL ACCOUNT		92,668.7124052200	
816	1227	FIRST NATL. BANK OF JEFFERSONVILLE		6,975.2324052201	
817	1505	POLEY PAVING CORP.		3,301.25	1797
818	7023	DELTA DENTAL OF NEW YORK		769.5024052800	
819	130	VERIZON		147.37	64532
820	130	VERIZON		53.66	64532
821	110	NYSE&G		500.45	64531
822	110	NYSE&G		837.16	64531
823	110	NYSE&G		749.65	64531
824	3038	CONSTELLATION ENERGY SVC OF NY		168.32	64535
825	1096	CHARTER COMMUNICATIONS		94.95	64534
826	658	VERIZON WIRELESS		241.72	64533
827	658	VERIZON WIRELESS		80.58	64533
828	658	VERIZON WIRELESS		31.22	64533
829	7023	DELTA DENTAL OF NEW YORK		97.0024053100	

109,418.21 **

POST AUDIT ACCEPTED/APPROVED THIS _____ day of _____, _____

CLAIMS FROM #: _____ TO #: _____ TOTALING : _____

 SUPERVISOR

 COUNCILPERSON

 COUNCILPERSON

 COUNCILPERSON

 COUNCILPERSON

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
109	2910	SCARLETH MICHELL LAGOS CARDONA DATE: 5/07/24	A 400	100.00	2975	100.00
110	8127	ANJA VAN AKEN DATE: 5/07/24	A 400	100.00	2976	100.00
111	1770	EMPLOYEES OF THE TOWN OF LIBERTY DATE: 5/08/24	TP 10	68,889.78	24050802	68,889.78
112	1227	FIRST NATL. BANK OF JEFFERSONVILLE DATE: 5/08/24	TP 10	22,124.68	24050803	22,124.68
113	285	PAYROLL TRUST & AGENCY ACCOUNT DATE: 5/08/24	TP 10	8,537.80	24050804	8,537.80
114	758	TOWN OF LIBERTY DATE: 5/08/24	TP 10	851.31	66309	851.31
115	758	TOWN OF LIBERTY DATE: 5/08/24	TP 10	323.42	66310	323.42
116	758	TOWN OF LIBERTY DATE: 5/08/24	TP 10	8.07	66311	8.07
117	1920	N.Y.S. INCOME TAX BUREAU DATE: 5/08/24	TW 21	3,843.64	24050805	3,843.64
118	310	USCM/ NORTHEAST DATE: 5/08/24	TW 28	1,916.82	24050806	1,916.82
119	1878	LIGHTHOUSE MINISTRIES DATE: 5/21/24	A 400	100.00	2977	100.00
120	3146	BAMBI MEADOW DATE: 5/21/24	A 400	100.00	2978	100.00
121	3220	ROSALIE CRESPO DATE: 5/21/24	A 400	100.00	2979	100.00
122	7517	MINNIE MEYER DATE: 5/21/24	A 400	100.00	2980	100.00
123	930	GLENN SMITH, PE, INC. DATE: 5/21/24	TA 95	201.10	1899	201.10
124	1770	EMPLOYEES OF THE TOWN OF LIBERTY DATE: 5/22/24	TP 10	67,954.69	24052202	67,954.69
125	1227	FIRST NATL. BANK OF JEFFERSONVILLE DATE: 5/22/24	TP 10	21,883.42	24052203	21,883.42
126	285	PAYROLL TRUST & AGENCY ACCOUNT DATE: 5/22/24	TP 10	8,553.62	24052204	8,553.62
127	758	TOWN OF LIBERTY DATE: 5/22/24	TP 10	851.31	66372	851.31

GL VOUCH#	VEND#	CLAIMANT NAME/ADDRESS	ACCOUNT	AMOUNT	CHECK#	CHECK AMOUNT
128	758	TOWN OF LIBERTY DATE: 5/22/24	TP 10	323.42	66373	323.42
129	758	TOWN OF LIBERTY DATE: 5/22/24	TP 10	8.07	66374	8.07
130	1920	N.Y.S. INCOME TAX BUREAU DATE: 5/22/24	TW 21	3,803.38	24052205	3,803.38
131	310	USCM/ NORTHEAST DATE: 5/22/24	TW 28	1,914.92	24052206	1,914.92
132	703	STATE COMPTROLLER DATE: 5/22/24	A 690	35,038.00	2981	35,038.00
133	4042	VILLAGE OF LIBERTY DATE: 5/22/24	A 690	295.00	2982	295.00
134	578	AFLAC NEW YORK DATE: 5/23/24	TW 29	1,001.58	24052300	1,001.58
135	1912	BILLIG, LOUGHLIN & SILVER, LLP DATE: 5/28/24	TA 95	2,600.00	1900	2,600.00
136	1910	N.Y.STATE & LOCAL RETIREMENT SYSTEM DATE: 5/28/24	TW 18	4,507.90	24052801	4,507.90
137	7066	WOODROW WILSON DATE: 5/28/24	TW 18	99.46	2444	99.46
138	2241	MELISSA FANNING DATE: 5/28/24	TW 18	3.72	2445	3.72
139	7046	DICZIANA FUENTES DATE: 5/28/24	A 400	100.00	2983	100.00
140	4057	NICA NEW YORK DATE: 5/28/24	A 400	350.00	2984	350.00
141	2312	APRIL DEGRAW DATE: 5/28/24	A 400	100.00	2985	100.00
142	758	TOWN OF LIBERTY DATE: 5/30/24	HX 202	7,964.50	24053000	7,964.50
						264,649.61 **

ACCEPTED/APPROVED THIS _____ DAY OF _____,

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

 SUPERVISOR

 COUNCILPERSON

 COUNCILPERSON

 COUNCILPERSON

 COUNCILPERSON

	ACCOUNT	AMOUNT	
GENERAL FUND - TOWNWIDE			
Refundable Deposits	A 400	1,150.00	
Clearing Account	A 690	35,333.00	
			36,483.00 *
			36,483.00 **
RESERVE - SWAN LAKE SEWER			
Cash from EFC	HX 202	7,964.50	
			7,964.50 *
			7,964.50 **
TRUST AND AGENCY			
Escrow account	TA 95	2,801.10	
			2,801.10 *
			2,801.10 **
PAYROLL ACCOUNT			
Payroll	TP 10	200,309.59	
			200,309.59 *
			200,309.59 **
PAYROLL WITHHOLDING			
Retirement	TW 18	4,611.08	
N.Y.S. Income Tax	TW 21	7,647.02	
PEBSCO - Deferred Compensation	TW 28	3,831.74	
AFLAC Contributions	TW 29	1,001.58	
			17,091.42 *
			17,091.42 **
			264,649.61 ***

EXTEND MORATORIUM

FROM 7/3/24-10/3/24



May 16, 2024

Quote# LNYSL05162024

Town of Liberty, NY
Swan Lake WWTP
Wayne Banks

RE: Requested Quote 5/16/2024

Thank you for the opportunity to quote the following parts:

Item #	Qty.	Description	Price each	Extended Price
1	74	11-2354: UV Lamp 60" 150W 2-Pin SE	\$65.00	\$4,810.00
			Total	\$4,810.00

Delivery: 1-2 Weeks
 Payment Terms: Net 30 with approved credit.
 Shipping Terms: FOB Amelia, OH

Quote is valid for 30 days and is subject to Uveon's standard terms and conditions (available upon request).
Uveon sells only American-made OEM-grade lamps.

Sincerely,

MIRANDA SCHWEITZER
Sales Department

☎ (513)752-2301
 ✉ Sales@uveontech.com
 📍 1184 Ferris Road Amelia, OH 45102





May 21, 2024

Quote # TDS240524

Town of Liberty
ATTN: Wayne Banks

RE: Swan Lake WWTP UV Update

Thank you for the opportunity to quote the following:

Item #	Qty.	Description	Price	Ext. Price
1	1	UV Power Supply Upgrade Kit Includes: <ul style="list-style-type: none"> • 19ea 33-6823 Electronic Ballast • 37-Lamp Status Display with Long-Life LED's • New Cooling Fan • All mounting and electrical hardware • All required on-site labor, travel, and expenses for a complete installation. 	\$19,700	\$19,700
2		Warranty: <ul style="list-style-type: none"> • Three-year Full Parts Replacement Warranty (Not Pro-rated) • Excludes damage from flooding, lightning, or power anomalies. • Maximum four on/off cycles per day, for ballast warranty. 		
Total Turn-key Price				\$19,700

Delivery: 4 Weeks
 Payment Terms: Net 30 with approved credit.
 Shipping Terms: Delivery to site included.

Please note:

- Quote is valid for 60 days.
- Purchase orders are subject to Uveon standard terms and conditions (available upon request).
- Customer retains old parts for use as spares for other cabinet.

Sincerely,

Troy Shaw

Uveon Technologies, LLC.
 1184 Ferris Road
 Amelia, OH 45102
 Tel: (513)752-2361



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

Voucher No. _____
 Check No. _____

CENTRAL CHECKING

Claimant's Name Poley Paving and Construction Corp.
 and Address PO Box 916
Liberty NY ZIP 12754

Vendor #: 1505 P.O. # _____

Coding:
Vendor#:
PO#:
PO ATTACHED:
Invoice #'s:
Addition:
Dept. Head Sig.
Reviewed by:
Date:

	Invoice # - Description of Goods/Services	Invoice Amt.	Fund/App.#	Amount
05/31/24	Invoice # 2 - Poley Paving - Boyd Rd Reconstruction		CD8311.3	200754.75
			Total	200754.75

THE ABOVE SERVICES OR MATERIALS WERE RENDERED OR FURNISHED TO THE MUNICIPALITY ON THE DATES STATED AND THE CHARGES ARE CORRECT.
 Date: 6/3/24 Signature: [Signature]



DELAWARE ENGINEERING, D.P.C.

55 South Main Street
Oneonta, New York 13820

Tel: 607.432.8073
Fax: 607.432.0432

May 31, 2024

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

Re: Town of Liberty, NY
White Sulphur Springs Water System Improvements Phase 10 – Boyd Road Reconstruction
TL2-G-2024 – General Contract

Subj: Payment Application No. 2

Dear Cheryl:

Enclosed is the signed copy of Payment Application No. 2 from the General Contractor – Poley Paving and Construction Corp. – with an attachment of the following:

- Contractor's Application for Payment No. 2
- Certified Payroll (for weeks ending on May 19 and May 26; week ending June 2 is pending)
- Delaware Engineering Reference Sheets

We have reviewed the attached Payment Application No. 2 from Poley Paving and Construction Corp., the contractor for the subject project, for the period ending May 31, 2024, in the amount of ~~\$200,745.75~~ ^{\$200,754.75} for work associated with mobilization, maintenance and protection of traffic, utility support, demolition and disposal of existing road material, preparation of subgrade, installation of sub-base, installation of tack coats, installation of new pavement (3 courses), site restoration work. Poley Paving has provided certified payroll for all weeks available to date. Certified payroll for the final week of work (ending June 2) is pending, and will be provided when available.

This payment request includes retainage. Approval of this payment application is, therefore, contingent upon approval of the Certificate of Substantial Completion (provided to the Town under a separate cover). This payment request also includes costs for work added under Change Order No. 1. Approval of this payment application is, therefore, also contingent upon approval of Change Order No. 1 (provided to the Town under a separate cover). It is anticipated that the Town will consider these approvals on June 3rd.

The total cost to date for the project, including this payment request is \$204,056.00, which equates to 100% of the General Contract price. This is the final payment request for this project.

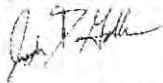
We agree with the level of work completed to date and the costs presented therein. Therefore, we recommend that the Town resolve to provide payment to the contractor in the amount requested, pending release of funds by NYS OCR.

DELAWARE ENGINEERING, D.P.C.

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

Respectfully,

DELAWARE ENGINEERING, D.P.C.



Joseph Gollin

CC: Frank DeMayo, Town Supervisor (w/enclosures)
Matt Dewitt, Town Highway Superintendent (w/enclosures)
Laurie Dutcher, Town Clerk (w/enclosures)
Mark Blauer, Blauer Associates (email w/enclosures)
File, Delaware Engineering, D.P.C. (w/enclosures)

DELAWARE ENGINEERING, D.P.C.

Payment Application No. 2
(April 30, 2024 – May 31, 2024)
from Poley Paving and Construction Corp.
For General Contract

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
Town of Liberty
120 North Main Street
Liberty, NY 12754
FROM CONTRACTOR:
Poley Paving and Construction Corp
PO Box 916
Liberty, NY 12754

PROJECT:
Boyd Road Reconstruction

VIA ARCHITECT:

APPLICATION #: 2 Final
PERIOD TO: 05/31/24
PROJECT NOS: TL2-G024
CONTRACT DATE: 04/23/24
Distribution to:
 Owner
 Const. Mgr
 Architect
 Contractor

CONTRACT FOR: White Sulphur Spings Water Dist. Phase 10 Boyd Rd Reconstruction

CONTRACTOR'S APPLICATION FOR PAYMENT


Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM-----	\$	196,950.00
2. Net change by Change Orders-----	\$	7,106.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	204,056.00
4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)		204,056.00
5. RETAINAGE:		
a. _____ of Completed Work (Columns D+E on Continuation Sheet)	\$	
b. 10.0% of Stored Material (Column F on Continuation Sheet)	\$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet-----	\$	
6. TOTAL EARNED LESS RETAINAGE----- (Line 4 less Line 5 Total)	\$	204,056.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)-----	\$	3,301.25
8. CURRENT PAYMENT DUE-----	\$	200,754.75
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$7,106.00	
TOTALS	\$7,106.00	
NET CHANGES by Change Order	\$7,106.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:

By:  Date: 5/28/24

State of: _____
County of: _____

Subscribed and sworn to before
me this _____ day of _____

Notary Public: _____
My Commission expires: _____

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ----- \$ 200,754.75
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By:  Date: 5/31/24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION
 PROJECT:
 Boyd Road Reconstruction

APPLICATION NUMBER: 2 Final
 APPLICATION DATE: 05/28/24
 PERIOD TO: 31-May-24
 ARCHITECT'S PROJECT NO: TL2-G024

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G		H Balance To Finish (C - G)	I Retainage
			From Previous Application (D + E)	This Period		Total Completed And Stored To Date (D + E + F)	% (G/C)		
1	Work Item								
2									
3	1.01 Mob, Demob, Bonds & Insurance	5,900.00	2,350.00	3,550.00		5,900.00	100%		
4									
5	1.02 Maintenance and Protection of Traffic	4,500.00	1,125.00	3,375.00		4,500.00	100%		
6									
7	2.01 Utility Clearance/Support	1,500.00		1,500.00		1,500.00	100%		
8									
9	2.02 Demo, Remove and Dispose of Existing Road Material and Unsuitable Subbase	12,150.00		12,150.00		12,150.00	100%		
10									
11									
12									
13	3.01 Furnish and Install 8" Subbase w/ geotextile fabric Sta. 6+00 to 15+00								
14									
15									
16	Perform site work to prepave sub grade	5,400.00		5,400.00		5,400.00	100%		
17									
18	Provide, install fabric and subbase 18' wide	42,300.00		42,300.00		42,300.00	100%		
19									
20	3.02 Furnish and install Asphalt 6+00 to 15+00								
21									
22									
23	3inch compacted 25mm Base Course								
24									
25	2.5inch compacted 19 mm Binder Course	43,200.00		43,200.00		43,200.00	100%		
26									
27	1.5 inch compacted 9.5 mm Top Course	38,700.00		38,700.00		38,700.00	100%		
28									
	SUBTOTALS PAGE 2	153,650.00	3,475.00	150,175.00		153,650.00	100%		

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION
 PROJECT:
 Boyd Road Reconstruction

APPLICATION NUMBER: 2 Final
 APPLICATION DATE: 05/28/24
 PERIOD TO: 31-May-24
 ARCHITECT'S PROJECT NO: TL2-G024

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G		H Balance To Finish (C - G)	I Retainage
			From Previous Application (D + E)	This Period		Total Completed And Stored To Date (D + E + F)	% (G/C)		
29	3.02 Furnish and Install Tack Coat	29,700.00		29,700.00		29,700.00	100%		
30	Sta. 6+00 to 15+00								
31									
32	Tack Coat between Base and Binder	1,800.00		1,800.00		1,800.00	100%		
33									
34	Tack Coat between Binder and Top	1,800.00		1,800.00		1,800.00	100%		
35									
36	Site Resoration	10,000.00		10,000.00		10,000.00	100%		
37									
38									
39									
40									
41									
42	CO#1								
43	New Binder Course (2.5") 90 l.f @ \$43 p.l.f			3,956.00		3,956.00		(3,956.00)	
44									
45	New Top Course (1.5") 90 l.f @ \$33 p.l.f			2,970.00		2,970.00		(2,970.00)	
46									
47	New Tack Coat 90 l.f @ \$2.00 p.l.f			180.00		180.00		(180.00)	
48									
49									
50									
51									
52									
53									
54									
55									
56									
SUBTOTALS PAGE 3		196,950.00	3,475.00	200,581.00		204,056.00	104%	(7,106.00)	

DELAWARE ENGINEERING, D.P.C.

Certified Payroll
(for weeks ending on May 19 and May 26; week ending June 2 is pending)
from Poley Paving and Construction Corp.
For General Contract

Certified Payroll Report

Contractor POLEY PAVING & CONSTRUCTION CORP. 8 HYSANA ROAD LIBERTY, NY 12754	Project Town of Liberty:24-119 Boyd Road Reconstruction 120 N Main St Liberty, NY 12754	Project/Contract # Payroll Number 1 For Week Ending 5/19/2024
---	--	--

Employee Name	ID	Work Classification	Pay Type	Hours Worked by Day							Timesheet Hours	Paid Hours	Pay Rate	Job Gross Pay	Fringe Rate	Check Number	Total Gross Pay	Social Security	Medi-care	Federal Tax	State Tax	Other	Total Deduct	Total Net Pay
				Mon 13	Tue 14	Wed 15	Thu 16	Fri 17	Sat 18	Sun 19														
Bibbo, Chance	6439	PW Laborer	RT	8.00	0.27	8.00				16.27	16.27	79.43	1,613.07	1.33		2,688.41	166.68	38.99	484.00	152.02	10.63	852.32	1,836.09	
		OT		0.73		2.38				3.12	3.12	103.00												
Bibbo, Chance	6439	Hourly	RT	1.15	0.93	0.73				2.82	2.82	22.00	61.97	0.37		2,688.41	166.68	38.99	484.00	152.02	10.63	852.32	1,836.09	
Bibbo, Michael L	8202	PW Trucker	RT	8.00		9.00				17.00	17.00	78.28	1,511.87	1.00		3,513.36	217.82	50.95	487.61	202.49	365.04	1,323.91	2,189.45	
		OT				2.58				2.58	2.58	70.11												
Bibbo, Michael L	8202	Hourly	RT	0.05						0.05	0.05	28.00	1.40	0.36		3,513.36	217.82	50.95	487.61	202.49	365.04	1,323.91	2,189.45	
Calkin, Robert R	8353	PW Operator	RT	8.00	8.00	8.00				24.00	24.00	96.72	2,962.93	3.38		4,755.93	294.87	68.96	1,056.00	313.20	18.34	1,751.37	3,004.56	
		OT		2.00	2.00	2.50				6.50	6.50	128.33												
Calkin, Robert R	8353	Hourly	RT			0.50				0.50	0.50	33.00	233.75	1.15		4,755.93	294.87	68.96	1,056.00	313.20	18.34	1,751.37	3,004.56	
		OT				0.50				0.50	0.50	108.63												
Hollenbeck Sr., Andrew M	3886	PW Laborer	RT	8.00	0.50	6.40				14.90	14.90	79.43	1,269.34	0.00		2,573.05	159.53	37.31	416.00	143.21	10.20	766.25	1,806.80	
		OT		0.83						0.83	0.83	103.00												
Hollenbeck Sr., Andrew M	3886	Hourly	RT	0.82	1.52	0.58				2.92	2.92	20.00	58.33	0.00		2,573.05	159.53	37.31	416.00	143.21	10.20	766.25	1,806.80	
Martinez, Ryan	3025	PW Laborer	RT			8.00				8.00	8.00	79.43	754.73	1.11		2,774.75	172.04	40.24	224.00	144.58	10.95	591.81	2,182.94	
		OT				1.35				1.35	1.35	88.36												
Martinez, Ryan	3025	Hourly	RT			0.28				0.28	0.28	24.74	7.01	0.35		2,774.75	172.04	40.24	224.00	144.58	10.95	591.81	2,182.94	
Soule, Ralph	8381	PW Trucker	RT	6.50	8.00	8.00				22.50	22.50	78.28	1,761.30	0.00		2,650.30	164.32	38.43	269.00	145.31	10.49	627.55	2,022.75	
Soule, Ralph	8381	Hourly	RT	1.00	2.00					3.00	3.00	28.00	84.00	0.00		2,650.30	164.32	38.43	269.00	145.31	10.49	627.55	2,022.75	
Trask, Ryan	3371	PW Laborer	RT	1.75	1.25	8.00				11.00	11.00	79.43	1,141.73	0.97		3,291.89	204.10	47.73	629.00	196.78	12.88	1,090.49	2,201.40	
		OT				2.75				2.75	2.75	97.45												
Trask, Ryan	3371	Hourly	RT	1.00	0.30	0.50				1.80	1.80	28.00	50.40	0.34		3,291.89	204.10	47.73	629.00	196.78	12.88	1,090.49	2,201.40	

Date: May-24, 2024
I...do hereby state:

(1) That I pay or supervise the payment of the persons employed by POLEY PAVING & CONSTRUCTION CORP. on the project Town of Liberty-24-119 Boyd Road Reconstruction; that during the payroll period commencing on May-13, 2024 and ending on May-19, 2024 all persons employed on the said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said POLEY PAVING & CONSTRUCTION CORP. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 83 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:
(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS
 In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH
 Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

Exception (Craft)	Explanation

Remarks:

Name and Title: Chris Pelay President Signature: [Signature]
THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Certified Payroll Report

Contractor POLEY PAVING & CONSTRUCTION CORP, 8 HYSANA ROAD LIBERTY, NY 12754	Project Town of Liberty:24-119 Boyd Road Reconstruction 120 N Main St Liberty, NY 12754	Project/Contract # Payroll Number 2 For Week Ending 5/26/2024
---	--	--

Employee Name	ID	Work Classification	Pay Type	Hours Worked by Day							Timesheet Hours	Paid Hours	Pay Rate	Job Gross Pay	Fringe Rate	Check Number	Total Gross Pay	Social Security	Medi-care	Federal Tax	State Tax	Other	Total Deduct	Total Net Pay
				Mon 20	Tue 21	Wed 22	Thu 23	Fri 24	Sat 25	Sun 26														
Bibbo, Chance	6439	PW Laborer	RT	7.97	8.00	8.00					23.97	23.97	79.43	2,332.17	1.15	12224	3,012.00	186.74	43.67	561.00	176.74	11.83	979.98	2,032.02
			OT	0.39	3.63	2.50					6.53	4.50	95.22											
Bibbo, Chance	6439	Hourly	RT	1.47	0.35						1.82	1.82	22.00	106.92	0.32	12224	3,012.00	186.74	43.67	561.00	176.74	11.83	979.98	2,032.02
			OT								2.03	33.00												
Bibbo, Michael L	8202	PW Operator	RT	7.48	8.00	7.23					22.72	22.72	96.72	2,609.18	1.19	12225	3,925.04	243.36	56.91	577.61	235.87	407.74	1,521.49	2,403.55
			OT		2.88	1.00					3.88	3.88	106.10											
Bibbo, Michael L	8202	Hourly	RT	2.73	1.45	2.60					6.78	6.78	28.00	189.93	0.34	12225	3,925.04	243.36	56.91	577.61	235.87	407.74	1,521.49	2,403.55
Hollenbeck Sr., Andrew M	3886	Hourly	RT		0.87	0.35					1.22	1.22	20.00	24.33	0.00	12227	1,566.33	97.11	22.71	188.00	75.15	6.44	389.41	1,176.92
Hollenbeck Sr., Andrew M	3886	PW Laborer	RT		8.00	7.07					15.07	15.07	79.43	1,480.00	0.00	12227	1,566.33	97.11	22.71	188.00	75.15	6.44	389.41	1,176.92
			OT		2.75						2.75	2.75	103.00											
Martinez, Ryan	3025	PW Laborer	RT			8.00					8.00	8.00	79.43	635.44	0.96	12228	3,196.98	198.21	46.35	317.00	174.86	12.52	748.94	2,448.04
Martinez, Ryan	3025	PW Operator	RT		8.00						8.00	8.00	96.72	1,158.75	1.17	12228	3,196.98	198.21	46.35	317.00	174.86	12.52	748.94	2,448.04
			OT		3.00						3.00	3.00	128.33											
Martinez, Ryan	3025	Hourly	RT		0.75						0.75	0.75	24.75	18.56	0.30	12228	3,196.98	198.21	46.35	317.00	174.86	12.52	748.94	2,448.04
Soule, Ralph	8381	PW Trucker	RT	3.38	8.00						11.38	11.38	78.28	891.09	0.00	12232	2,637.36	163.51	38.24	266.00	144.39	10.44	622.58	2,014.78
Soule, Ralph	8381	Hourly	RT		3.50						3.50	3.50	28.00	98.00	0.00	12232	2,637.36	163.51	38.24	266.00	144.39	10.44	622.58	2,014.78
Trask, Ryan	3371	PW Laborer	RT	1.93							1.93	1.93	79.43	153.56	1.02	12233	3,459.94	214.51	50.17	669.00	207.71	13.51	1,154.90	2,305.04
Trask, Ryan	3371	PW Operator	RT		8.00	8.00					16.00	16.00	96.72	1,953.51	1.24	12233	3,459.94	214.51	50.17	669.00	207.71	13.51	1,154.90	2,305.04
			OT		3.00	0.50					3.50	3.50	116.00											
Trask, Ryan	3371	Hourly	RT	0.87	1.25						2.12	2.12	28.00	59.27	0.36	12233	3,459.94	214.51	50.17	669.00	207.71	13.51	1,154.90	2,305.04

Date: May-31, 2024
 I, .. do hereby state:

(1) That I pay or supervise the payment of the persons employed by POLEY PAVING & CONSTRUCTION CORP. on the project Town of Liberty-24-119 Boyd Road Reconstruction; that during the payroll period commencing on May-20, 2024 and ending on May-26, 2024 all persons employed on the said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said POLEY PAVING & CONSTRUCTION CORP. from the full weekly wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (49 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers and mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract, that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, of if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS
 in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH
 Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

(c) EXCEPTIONS

Exception: (Craft)	Explanation

Remarks:

Name and Title Chris Poley President Signature [Signature]
 THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

DELAWARE ENGINEERING, D.P.C.

**Delaware Engineering's Reference Sheets
(for application review)**



APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side)

PAGE ONE OF PAGES

TO (OWNER):
TOWN OF LIBERTY
120 NORTH MAIN STREET
LIBERTY, NY 12754
FROM (CONTRACTOR):
Poley Paving and Construction Corp.
P.O. Box 916, Liberty, NY 12754
CONTRACT FOR: TOWN OF LIBERTY, NY

PROJECT:
TOWN OF LIBERTY, NY
WHITE SULPHUR SPRINGS WATER SYSTEM IMPROVEMENTS,
PHASE 10 - BOYD ROAD RECONSTRUCTION
TL2-G-24
VIA (ARCHITECT):
DELAWARE ENGINEERING, D.P.C.
55 SOUTH MAIN STREET, ONEONTA, NY 13820

APPLICATION NO. 2
Distribution to:
 OWNER
 ENGINEER
 CONTRACTOR
[]
[]
PERIOD TO: 05/31/2024
ARCHITECT'S
[]
PROJECT NO: TL2-G-24
[]
CONTRACT DATE: 4/23/2024

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract, Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$	196,950.00
2. Net Change by Change Orders.....	\$	7,106.00
3. CONTRACT SUM TO DATE (Line 1+/-2).....	\$	204,056.00
4. TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$	204,056.00
5. RETAINAGE:		
a. 5% of Completed Work (Column D+E on G703)	\$	-
b. 5% of Stored Material (Column F on G703)	\$	-
Total Retainage (Line 5a + 5b or Total in Column I of G703).....	\$	-
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$	204,056.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$	3,301.25
8. CURRENT PAYMENT DUE.....	\$	200,754.75
9. BALANCE TO FINISH, INCLUDING RETAINAGE..... (Line 3 less Line 6)	\$	-

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 7,106.00	\$ -
Total approved this Month	\$ -	\$ -
TOTALS	\$ 7,106.00	\$ -
NET CHANGES by Change Order	\$	7,106.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Poley Paving and Construction Corp.

By: _____ Date: _____

State of: _____
County of: _____
Subscribed and sworn to before
me this _____ day of _____ 2024

Notary Public:
My Commission Expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



DELAWARE ENGINEERING, D.P.C.

55 South Main Street
Oneonta, NY 13820

Tel: 607.432.8073
Fax: 607.432.0432

May 24, 2024

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

Re: Town of Liberty, NY
White Sulphur Springs Water System Improvements Phase 10
TL1-G-2022 – General Contract

Subj: Payment Application No. 5

Dear Cheryl:

Enclosed is the signed copy of Payment Application No. 5 from the General Contractor – Tweedie Construction Services, Inc. – with an attachment of the following:

- Contractor's Application for Payment No. 5
- Subcontractor's Certified Payroll
- Delaware Engineering Reference Sheets

We have reviewed the attached Payment Application No. 5 from Tweedie Construction Services, Inc., the contractor for the subject project, for the period ending May 10, 2024, in the amount of \$18,892.00 for work associated with site restoration, demobilization, and punch list work. The total cost to date for the project, including this payment request, is \$403,369.00, which equates to 100% of the General Contract price for the project. Following this payment, the balance to finish for the project will be \$0.00. This is the final payment application for this project.

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

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

Respectfully,

DELAWARE ENGINEERING, D.P.C.

Joseph Gollin

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

Other New York Offices:

·Albany ·Goshen ·Liberty ·Monticello ·Red Hook ·Port Chester
www.delawareengineering.com

Payment Application No. 5
(May 1, 2024 – May 10, 2024)
from Tweedie Construction Services, Inc.
For General Contract

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract)						Application Number					
Application Period						Application Date					
A					B	C	D	E	F		
Item		Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
5	Furnish and Install New Watermain, Fittings & Appur In Non-NYS DOT Areas- Open Cut Along Boyd Road(Including Trench Restoration)	1200	LF	\$142.00	\$170,400.00	1200	\$170,400.00		\$170,400.00	100.0%	
6	Furnish and Install Water Main By Directional Bore (RT 52 & Boyd Road) Furnish and install new 6" HDPE Watermain, Fittings, & Appur in NYS DOT Areas and Non- NYS Areas	550	LF	\$103.00	\$56,650.00	550	\$56,650.00		\$56,650.00	100.0%	
7	Furnish and Install Watermain Line Valve(Resilient Seat Gate Valve Assembly and Install on New DIP Waterline. 6"Diameter Valve and Appur One Near Each Hydrant. Plus 2	6	Each	\$2,015.00	\$12,090.00	6	\$12,090.00		\$12,090.00	100.0%	
8	Furnish and Install New Fire Hydrant Assemblies and Appurtenances and Connect to New DIP Water Line	4	each	\$8,100.00	\$32,400.00	4	\$32,400.00		\$32,400.00	100.0%	
9	Furnish and Install New Water Services- Non-NYS DOT areas (open cut) and Connect to New DIP Water Line. 1"Type K Cooper water Service and Appurtenances	200	LF	\$170.00	\$34,000.00	200	\$34,000.00		\$34,000.00	100.0%	
Totals									\$305,540.00	100.0%	

Certified Payroll
(April 28, 2024 – May 4, 2024)
from Tweedie Construction Services, Inc.
For General Contract

Certified Payroll Report

Contractor TWEEDIE CONSTRUCTION SERVICES, INC.
90 Crystal Creek Road
Walton, NY 13856

Project TOWN OF LIBERTY WHITE SULPHUR SPRINGS PHAS
120 N MAIN STREET
LIBERTY NY 12754

Project/Contract #
Payroll Number
For Week Ending 5/4/2024

Employee Name	ID	Work Classification	Pay Type	Hours Worked by Day							Timesheet Hours	Paid Hours	Pay Rate	Job Gross Pay	Fringe Rate	Check Number	Total Gross Pay	Social Security	Medi-care	Federal Tax	State Tax	Other	Total Deduct	Net Pay
				Sun 28	Mon 29	Tue 30	Wed 1	Thu 2	Fri 3	Sat 4														
DONALD TWEEDIE	4456	Prevailing Wage - Operator	RT					4.00		4.00	4.00	61.63	246.52	0.00	19373	1,424.52	88.32	20.65	124.00	66.77	5.91	305.65	1,118.87	
DONALD TWEEDIE	4456	Supplemental Benefits - Operator	RT					4.00		4.00	4.00	33.50	134.00	0.00	19373	1,424.52	88.32	20.65	124.00	66.77	5.91	305.65	1,118.87	
Gary Scofield	6055	Prevailing Wage - Laborer	RT					5.50		5.50	5.50	44.80	246.40	0.00	19374	1,085.44	67.30	15.74	92.00	48.70	4.65	228.39	857.05	
Gary Scofield	6055	Grade hrly rate	RT					1.00		1.00	1.00	18.00	18.00	0.00	19374	1,085.44	67.30	15.74	92.00	48.70	4.65	228.39	857.05	
Gary Scofield	6055	Grade OT hrly rate	RT					1.50		1.50	1.50	27.00	40.50	0.00	19374	1,085.44	67.30	15.74	92.00	48.70	4.65	228.39	857.05	
Gary Scofield	6055	Supplemental Benefits - Laborer	RT					5.50		5.50	5.50	32.28	177.54	0.00	19374	1,085.44	67.30	15.74	92.00	48.70	4.65	228.39	857.05	
JADEN SHELTON	8881	Grade hrly rate	RT					1.00		1.00	1.00	18.00	18.00	0.00	19376	1,217.90	75.51	17.66	111.00	55.98	5.14	265.29	952.61	
JADEN SHELTON	8881	Prevailing Wage - Laborer	RT					5.00		5.00	5.00	44.80	224.00	0.00	19376	1,217.90	75.51	17.66	111.00	55.98	5.14	265.29	952.61	
JADEN SHELTON	8881	Supplemental Benefits - Laborer	RT					5.00		5.00	5.00	32.28	161.40	0.00	19376	1,217.90	75.51	17.66	111.00	55.98	5.14	265.29	952.61	
LLOYD J MERRILL JR	5311	Grade hrly rate	RT					1.00		1.00	1.00	20.00	20.00	0.00	19377	1,083.94	67.20	15.72	118.00	48.62	4.64	254.18	829.76	
LLOYD J MERRILL JR	5311	Prevailing Wage - Laborer	RT					5.50		5.50	5.50	44.80	246.40	0.00	19377	1,083.94	67.20	15.72	118.00	48.62	4.64	254.18	829.76	
LLOYD J MERRILL JR	5311	Supplemental Benefits - Laborer	RT					5.50		5.50	5.50	32.28	177.54	0.00	19377	1,083.94	67.20	15.72	118.00	48.62	4.64	254.18	829.76	

Delaware Engineering's Reference Sheets
(for application review)



APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side)

PAGE ONE OF THREE PAGES

TO (OWNER): TOWN OF LIBERTY 120 NORTH MAIN STREET LIBERTY, NY 12754 FROM (CONTRACTOR): TWEEDIE CONSTRUCTION SERVICE, INC. 90 CRYSTAL CREEK ROAD, WALTON, NY 13856 CONTRACT FOR: TOWN OF LIBERTY, NY	PROJECT: TOWN OF LIBERTY, NY WHITE SULPHUR SPRINGS WATER SYSTEM IMPROVEMENTS, PHASE 10 TL1-G-22 VIA (ARCHITECT): DELAWARE ENGINEERING, D.P.C. 55 SOUTH MAIN STREET, ONEONTA, NY 13820	APPLICATION NO. 5 PERIOD TO: 5/10/2024 ARCHITECT'S PROJECT NO: TL1-G-22 CONTRACT DATE: 4/24/2023	Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> ENGINEER <input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract, Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$	<u>391,162.00</u>
2. Net Change by Change Orders.....	\$	<u>12,207.00</u>
3. CONTRACT SUM TO DATE (Line 1+/-2).....	\$	<u>403,369.00</u>
4. TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$	<u>403,369.00</u>
5. RETAINAGE:		
a. 5% of Completed Work (Column D+E on G703)	\$	<u>-</u>
b. 5% of Stored Material (Column F on G703)	\$	<u>-</u>
Total Retainage (Line 5a + 5b or Total in Column I of G703).....	\$	<u>-</u>
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$	<u>403,369.00</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$	<u>384,477.00</u>
8. CURRENT PAYMENT DUE.....	\$	<u>18,892.00</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE..... (Line 3 less Line 6)	\$	<u>-</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 56,085.00	\$ (43,878.00)
Total approved this Month	\$ -	\$ -
TOTALS	\$ 56,085.00	\$ (43,878.00)
NET CHANGES by Change Order	\$	<u>12,207.00</u>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: TWEEDIE CONSTRUCTION SERVICE, INC.

By: _____ Date: _____

State of: _____
 County of: _____
 Subscribed and sworn to before me this _____ day of _____ 2023

Notary Public:
 My Commission Expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT:

By: _____ Date: 1/25/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Project:		LIBERTY (T) WHITE SULPHUR SPRINGS WATER SYSTEM IMPROVEMENTS PHASE 10									
Project No.:		TL1-G-22 - GENERAL									
Contractor:		TWEEDIE CONSTRUCTION SERVICES, INC.									
Pay Req. #:		5 (Final)									
Period Covered:		5/01/24 - 5/10/24									
Location:		LIBERTY (T) BOYD ROAD									
A	B	C	D	E	F	G	H	I	J	K	L
					= COLUMN D + E		= COLUMN G - H			= COLUMN I - J = COLUMN F - I	
BID ITEM NUMBER	WORK ITEM NUMBER	DESCRIPTION OF WORK	ORIGINAL CONTRACT SUM	NET CHANGE BY CHANGE ORDER	CONTRACT SUM TO DATE	TOTAL COMPLETED & STORED TO DATE	RETAINAGE (Sum of Column I)	TOTAL EARNED LESS RETAINAGE	LESS PREVIOUS PAYMENTS	CURRENT PAYMENT DUE	BALANCE TO FINISH PLUS RETAINAGE
BASE BID WORK:											
1	BA-1.01	Mobilization, Demobilization, Bonds and Insurance	\$ 11,000.00	\$ -	\$ 11,000.00	\$ 11,000.00	\$ -	\$ 11,000.00	\$ 5,000.00	\$ 6,000.00	\$ -
2	BA-1.02	Maintenance & Protect of Traffic (M&PT)	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -
3	BA-1.03	NYS DOT Highway Work Permit with Town	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
4	BA-2.01	Utility Clearance & Support During Construction	\$ 3,785.00	\$ -	\$ 3,785.00	\$ 3,785.00	\$ -	\$ 3,785.00	\$ 3,785.00	\$ -	\$ -
5	BA-3.01	Furnish & Install New Watermain (Class 52 DIP), Fittings, and Appurtenances - In Non-NYS DOT Area, Open Cut Along Boyd Road	\$ 170,400.00	\$ -	\$ 170,400.00	\$ 170,400.00	\$ -	\$ 170,400.00	\$ 170,400.00	\$ -	\$ -
6	BA-3.02	Furnish & Install New Watermain by Directional Bore - Bore Under Highway (NYS RT 52 and Boyd Road)	\$ 56,650.00	\$ -	\$ 56,650.00	\$ 56,650.00	\$ -	\$ 56,650.00	\$ 56,650.00	\$ -	\$ -
7	BA-3.03	Furnish & Install Watermain Line Valves (Resilient Seat Gate Valve Assemblies) and Install on New Water Line	\$ 12,090.00	\$ -	\$ 12,090.00	\$ 12,090.00	\$ -	\$ 12,090.00	\$ 12,090.00	\$ -	\$ -
8	BA-3.04	Furnish & Install New Fire Hydrant Assemblies and Appurtenances and Connect to New Water Line	\$ 32,400.00	\$ -	\$ 32,400.00	\$ 32,400.00	\$ -	\$ 32,400.00	\$ 32,400.00	\$ -	\$ -
9	BA-3.05	Furnish & Install New Water Services - Non-NYS DOT Area (Open Cut) and Connect to New Water Line	\$ 34,000.00	\$ -	\$ 34,000.00	\$ 34,000.00	\$ -	\$ 34,000.00	\$ 34,000.00	\$ -	\$ -
10	BA-3.06	Furnish and Install New Well Screen and Develop Well #1	\$ 54,945.00	\$ -	\$ 54,945.00	\$ 54,945.00	\$ -	\$ 54,945.00	\$ 54,945.00	\$ -	\$ -
11	BA-4.01	Site Restoration	\$ 12,892.00	\$ -	\$ 12,892.00	\$ 12,892.00	\$ -	\$ 12,892.00	\$ -	\$ 12,892.00	\$ -
SUBTOTAL-GENERAL BASE BID WORK			\$ 391,162.00	\$ -	\$ 391,162.00	\$ 391,162.00	\$ -	\$ 391,162.00	\$ 372,270.00	\$ 18,892.00	\$ -
CHANGE ORDER WORK											
		DESCRIPTION OF WORK	ORIGINAL CONTRACT SUM	Net Change By Change Order	CONTRACT SUM TO DATE	TOTAL COMPLETED & STORED TO DATE	RETAINAGE (Sum of Column I)	TOTAL EARNED LESS RETAINAGE	LESS PREVIOUS PAYMENTS	CURRENT PAYMENT DUE	BALANCE TO FINISH PLUS RETAINAGE
	CO1	Final Over/Under Quantity Adjustment and Additional Restoration:	\$ 12,207.00	\$ -	\$ 12,207.00	\$ 12,207.00	\$ -	\$ 12,207.00	\$ 12,207.00	\$ -	\$ -
SUBTOTAL - CHANGE ORDER WORK			\$ 12,207.00	\$ -	\$ 12,207.00	\$ 12,207.00	\$ -	\$ 12,207.00	\$ 12,207.00	\$ -	\$ -
FINAL CONTRACT TOTALS INCLUDING CHANGE ORDER WORK			\$ 403,369.00	\$ -	\$ 403,369.00	\$ 403,369.00	\$ -	\$ 403,369.00	\$ 384,477.00	\$ 18,892.00	\$ -
										CURRENT PAYMENT DUE FOR PERIOD OF =====>>> \$ 18,892.00	

BASE BID & CHANGE ORDER WORK TOTAL	
CURRENT PAYMENT DUE =====>>>	\$ 18,892.00



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

Voucher No. _____
 Check No. _____

CENTRAL CHECKING

Claimant's Name and Address: Delaware Engineering, D.P.C.
28 Madison Avenue Extension
Albany NY ZIP 12203

Vendor #: 7032 P.O. # _____

Office Use Only

Coding:	<input checked="" type="checkbox"/>
Vendor#:	<input checked="" type="checkbox"/>
PO#:	<input type="checkbox"/>
PO ATTACHED:	<input checked="" type="checkbox"/>
Invoice #'s:	<input checked="" type="checkbox"/>
Addition:	<input checked="" type="checkbox"/>
Dept. Head Sig:	<input checked="" type="checkbox"/>
Reviewed by:	<u>88</u>
Date:	<u>5/30/24</u>

	Invoice # - Description of Goods/Services	Invoice Amt.	Fund/App.#	Amount
05/20/24	Invoice # 22 - Delaware Engineering Phase 10			
	Engineering Services	\$13,058.03	CD8311.3	\$13,058.03
		\$13,058.03	Total	\$13,058.03

THE ABOVE SERVICES OR MATERIALS WERE RENDERED OR FURNISHED TO THE MUNICIPALITY ON THE DATES STATED AND THE CHARGES ARE CORRECT.
 Date: 5/29/24 Signature: [Signature]



DELAWARE ENGINEERING, D.P.C.

55 South Main Street
Oneonta, New York 13820

Tel: 607.432.8073
Fax: 607.432.0432

May 20, 2024

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

Re: White Sulphur Springs Water District – Phase 10 Improvements

Sub: Engineering Services Invoice No. 22

Dear Cheryl:

Attached, for Town review and processing, is our invoice totaling \$13,058.03 for the subject project. Total cost to date, including this invoice, is \$161,425.24. Based on the contract price of \$179,500.00, including Contract Amendment No. 1 (approved 02/06/24), the remaining balance equals \$18,074.76.

Work performed/provided which is covered by the invoices through April 2024 includes:

Task 1 – Design Services:

- None at this time – previously completed

Task 1A – Design Services:

- None at this time – previously completed

Task 2 – Bid/Award Services:

- None at this time – previously completed

Task 2A – Bid/Award Services:

- Prepared for and attend bid opening (April 4)
- Reviewed and tabulated all submitted bids
- Sent award recommendation documents to Town
- Coordinated with Town, Grant Administrator, and Contractor to award contractor

Task 3 – Engineering During Construction:

- Continued coordination with contractor.

Task 3A – Engineering During Construction:

- Coordinated with contractor

DELAWARE ENGINEERING, D.P.C.

- Began and completed review and processing of contractor submittals
- Began reviewing and processing contractor payment application
- Continued communications with OCR.
- Continued communications with the project grant administration consultant (Blauer Associates) regarding OCR issues.

Task 4 – On-Site Observation Services:

- None at this time – pending resumption of site restoration work (anticipated to commence in May) and start of on-site work for new construction contract (anticipated to commence in May)

Task 5 – As-Builts:

- None at this time – pending completion of construction work

Task 6 – Subcontractor Services:

- None at this time – previously completed

Work planned for May 2024 includes:

Task 1 – Design Services:

- None at this time – previously completed

Task 1A – Design Services:

- None at this time – previously completed

Task 2 – Bid/Award Services:

- None at this time – previously completed

Task 2A – Bid/Award Services:

- No further Bid/Award services planned – completed this period

Task 3 – Engineering During Construction:

- Continue coordination with contractor when site restoration work resumes in the Spring (anticipated to commence in May)
- Review and process final payment request for original construction contract.
- Review and process payment applications for road reconstruction contract
- Continue communicating with OCR.
- Continue coordinating with the Town Water and Sewer Department and Highway Department.
- Finalize original construction contract close-out.

Task 3A – Engineering During Construction:

- Prepare for new construction contract (anticipated to commence in April)

Task 4 – On-Site Observation Services:

- Resume on-site observation when site restoration work begins (anticipated to commence in May)
- Resume on-site observations when road reconstruction contract work commences (anticipated to commence in May 2024)

DELAWARE ENGINEERING, D.P.C.

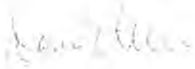
Task 5 – As-Builts:

- Provide final As-Built Drawings to the Town and NYSDOH.
- Finalize As-Builts for Boyd Road Reconstruction portion of project – pending completion of Construction Contract Work

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

Respectfully,

DELAWARE ENGINEERING, D.P.C.



Dave Ohman, P.E.

Attachment:

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

05-2024 Liberty (T) White Sulphur Springs WD – Phase 10 Imp CL 22.doc



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

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

Invoice number 22-2437-22
 Date 05/15/2024

Project 22-2437 Liberty (T) White Sulphur Springs
 Water District-Phase 10

For Services Rendered Through May 05, 2024

2A Additional Bid/Award Services

	Hours	Rate	Billed Amount
David R. Ohman	0.50	230.00	115.00
Joseph D. Gollin	1.00	145.00	145.00
subtotal	1.50		260.00

REIMBURSABLES

	Units	Rate	Billed Amount
In-House Reproduction			33.87
Joseph D. Gollin			
Mileage Oneonta 2024	66.00	0.67	44.22
Reimbursables subtotal			78.09
Phase subtotal			338.09

3A Additional Engineering During Construction

	Hours	Rate	Billed Amount
Daniel W. Fagnani	10.50	145.00	1,522.50
David R. Ohman	5.50	230.00	1,265.00
Joseph D. Gollin	38.00	145.00	5,510.00
subtotal	54.00		8,297.50

REIMBURSABLES

	Units	Rate	Billed Amount
Joseph D. Gollin			
Mileage Oneonta 2024	126.00	0.67	84.42
Phase subtotal			8,381.92

4 On-Site Observation Services

	Hours	Rate	Billed Amount
Dennis A. Bacon	24.00	140.00	3,360.00
Dennis Elliott	8.00	105.00	840.00
subtotal	32.00		4,200.00



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

Liberty (T)
 Project 22-2437 Liberty (T) White Sulphur Springs Water District-Phase 10

Invoice number 22-2437-22
 Date 05/15/2024

4 On-Site Observation Services
REIMBURSABLES

	Units	Rate	Billed Amount
Dennis A. Bacon			
Mileage Oneonta 2024	80.00	0.67	53.60
Dennis Elliott			
Mileage Oneonta 2024	126.00	0.67	84.42
Reimbursables subtotal			<u>138.02</u>
Phase subtotal			<u>4,338.02</u>
			<u>Invoice total</u> 13,058.03

Approved by:

David R. Ohman

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

DELAWARE ENGINEERING, D.P.C.

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

Town of Liberty
120 North Main Street
Liberty, NY 12754

PROJECT ID 22-2437

PROJECT: White Sulphur Springs Water District - Phase 10 Improvements
INVOICE/REQUISITION No.: 22

	<u>CURRENT</u>	<u>PREVIOUS</u>	<u>COST TO</u>	<u>BUDGET</u>
	<u>COST</u>	<u>COST</u>	<u>DATE</u>	
1. Task 1 - Design Services				
Labor	\$ -	\$ 49,031.25	\$ 49,031.25	
Reimbursable Expenses	\$ -	\$ 968.75	\$ 968.75	
SUBTOTAL - TASK 1	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
1A. Task 1A - Additional Design Services				
Labor	\$ -	\$ 12,485.00	\$ 12,485.00	
Reimbursable Expenses	\$ -	\$ 15.00	\$ 15.00	
SUBTOTAL - TASK 1A	\$ -	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
2. Task 2 - Bid/Award Services				
Labor	\$ -	\$ 6,275.00	\$ 6,275.00	
Reimbursable Expenses	\$ -	\$ 725.00	\$ 725.00	
SUBTOTAL - TASK 2	\$ -	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
2A. Task 2A - Additional Bid/Award Services				
Labor	\$ 260.00	\$ 5,512.50	\$ 5,772.50	
Reimbursable Expenses	\$ 78.09	\$ 149.41	\$ 227.50	
SUBTOTAL - TASK 2A	\$ 338.09	\$ 5,661.91	\$ 6,000.00	\$ 6,000.00
3. Task 3 - Engineering During Construction				
Labor	\$ -	\$ 24,417.50	\$ 24,417.50	
Reimbursable Expenses	\$ -	\$ 1,082.50	\$ 1,082.50	
SUBTOTAL - TASK 3	\$ -	\$ 25,500.00	\$ 25,500.00	\$ 25,500.00
3A. Task 3A - Additional Engineering During Construction				
Labor	\$ 8,297.50	\$ -	\$ 8,297.50	
Reimbursable Expenses	\$ 84.42	\$ -	\$ 84.42	
SUBTOTAL - TASK 3A	\$ 8,381.92	\$ -	\$ 8,381.92	\$ 11,500.00

DELAWARE ENGINEERING, D.P.C.

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

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
4. Task 4 - On-Site Observation Services				
Labor	\$ 4,200.00	\$ 30,150.00	\$ 34,350.00	
Reimbursable Expenses	\$ 138.02	\$ 1,258.80	\$ 1,396.82	
SUBTOTAL - TASK 4	\$ 4,338.02	\$ 31,408.80	\$ 35,746.82	\$ 48,000.00
5. Task 5 - As-Builts				
Labor	\$ -	\$ 507.50	\$ 507.50	
Reimbursable Expenses	\$ -	\$ -	\$ -	
SUBTOTAL - TASK 5	\$ -	\$ 507.50	\$ 507.50	\$ 1,500.00
6. Task 6 - Subcontract Services				
Subcontractor - Geotechnical Evaluation (Keystone)	\$ -	\$ 7,789.00	\$ 7,789.00	\$ 7,500.00
Subcontractor - Surveying (REGEN, LLC)	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00
SUBTOTAL - TASK 6	\$ -	\$ 15,789.00	\$ 15,789.00	\$ 17,500.00
TOTAL	\$ 13,058.03	\$ 148,367.21	\$ 161,425.24	\$ 179,500.00
AMOUNT DUE FOR CURRENT SERVICES	<u>\$ 13,058.03</u>			
AMOUNT PAST DUE	<u>\$ 14,113.01</u> Invoice #20, 03/14/2024 and Invoice #21, 04/11/2024			
TOTAL NOW DUE	<u>\$ 27,171.04</u>			
BUDGET BALANCE	\$ 18,074.76			

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE



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

Voucher No. _____
 Check No. _____

CENTRAL CHECKING

Claimant's Name and Address: Delaware Engineering, D.P.C.
 28 Madison Avenue Extension
 Albany NY ZIP 12203

Vendor #: 7032 P.O. # _____

Coding:
Vendor#:
PO#:
PO ATTACHED:
Invoice #'s:
Addition:
Dept.Head Sig.
Reviewed by:
Date:

Invoice # - Description of Goods/Services	Invoice Amt.	Fund/App.#	Amount
05/20/24 Invoice # 23 - Delaware Engineering Phase 10			
Engineering Services	\$16,363.76	CD8311.3	\$16,363.76
	\$16,363.76	Total	\$16,363.76

THE ABOVE SERVICES OR MATERIALS WERE RENDERED OR FURNISHED TO THE MUNICIPALITY ON THE DATES STATED AND THE CHARGES ARE CORRECT.
 Date: 6/10/24 Signature: [Signature]



DELAWARE ENGINEERING, D.P.C.

55 South Main Street
Oneonta, New York 13820

Tel: 607.432.8073
Fax: 607.432.0432

June 4, 2024

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

Re: White Sulphur Springs Water District – Phase 10 Improvements

Sub: Engineering Services Invoice No. 23

Dear Cheryl:

Attached, for Town review and processing, is our invoice totaling \$16,363.76 for the subject project. Total cost to date, including this invoice, is \$177,789.00. Note that Task 6 came in \$1,711.00 under budget, based on the total contract price of \$179,500.00, and that money will not be billed. This is the final invoice for this project.

Work performed/provided which is covered by the invoices through May 2024 includes:

Task 1 – Design Services:

- None at this time – previously completed

Task 1A – Design Services:

- None at this time – previously completed

Task 2 – Bid/Award Services:

- None at this time – previously completed

Task 2A – Bid/Award Services:

- None at this time – previously completed

Task 3 – Engineering During Construction:

- Coordination with contractor to finish restoration work.

DELAWARE ENGINEERING, D.P.C.

Task 3A – Engineering During Construction:

- Coordinated with contractor during paving construction work.
- Continued reviewing and processing contractor payment applications.
- Continued communications with OCR.
- Continued communications with the project grant administration consultant (Blauer Associates) regarding OCR issues.
- Complete project close-out paperwork and document collection.

Task 4 – On-Site Observation Services:

- Observed work for both construction contracts.

Task 5 – As-Builts:

- None at this time

Task 6 – Subcontractor Services:

- None at this time – previously completed

Work planned for June 2024 includes:

Task 1 – Design Services:

- None at this time – previously completed

Task 1A – Design Services:

- None at this time – previously completed

Task 2 – Bid/Award Services:

- None at this time – previously completed

Task 2A – Bid/Award Services:

- None at this time – previously completed

Task 3 – Engineering During Construction:

- No further Engineering During Construction services planned – completed this period

Task 3A – Engineering During Construction:

- No further Engineering During Construction services planned – completed this period

Task 4 – On-Site Observation Services:

- No further On-Site Observation services planned – completed this period

Task 5 – As-Builts:

- Provide final As-Built Drawings to the Town and NYSDOH.
- Finalize As-Builts for Boyd Road Reconstruction portion of project.

DELAWARE ENGINEERING, D.P.C.

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

Respectfully,

DELAWARE ENGINEERING, D.P.C.



Dave Ohman, P.E.

Attachment:

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

06-2024 Liberty (T) White Sulphur Springs WD - Phase 10 Imp CL 23.doc



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

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

Invoice number 22-2437-23
 Date 06/04/2024

Project 22-2437 Liberty (T) White Sulphur Springs
 Water District-Phase 10

For Services Rendered Through June 02, 2024

3A Additional Engineering During Construction

	Hours	Rate	Billed Amount
Daniel W. Fagnani	4.50	145.00	652.50
David R. Ohman	5.00	230.00	1,150.00
Joseph D. Gollin	9.00	145.00	1,305.00
subtotal	18.50		3,107.50

REIMBURSABLES

	Units	Rate	Billed Amount
In-House Reproduction			10.58
Phase subtotal			3,118.08

4 On-Site Observation Services

	Hours	Rate	Billed Amount
David R. Ohman	2.00	230.00	460.00
Dennis Elliott	48.50	105.00	5,092.50
Joseph D. Gollin	42.50	145.00	6,162.50
subtotal	93.00		11,715.00

REIMBURSABLES

	Units	Rate	Billed Amount
In-House Reproduction			8.21
Dennis Elliott			
Mileage Oneonta 2024	655.00	0.67	438.85
Joseph D. Gollin			
Mileage Oneonta 2024	136.00	0.67	91.12
Reimbursables subtotal			538.18
Phase subtotal			12,253.18

5 As-Builts

	Hours	Rate	Billed Amount
Joseph D. Gollin	6.50	145.00	942.50

REIMBURSABLES

	Units	Rate	Billed Amount
In-House Reproduction			50.00



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

Liberty (T)
Project 22-2437 Liberty (T) White Sulphur Springs Water District-Phase 10

Invoice number 22-2437-23
Date 06/04/2024

Phase subtotal 992.50

Invoice total 16,363.76

Approved by:

David R. Ohman

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

DELAWARE ENGINEERING, D.P.C.

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

Town of Liberty
120 North Main Street
Liberty, NY 12754

PROJECT ID 22-2437

PROJECT: White Sulphur Springs Water District - Phase 10 Improvements
INVOICE/REQUISITION No.: 23

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
1. Task 1 - Design Services				
Labor	\$ -	\$ 49,031.25	\$ 49,031.25	
Reimbursable Expenses	\$ -	\$ 968.75	\$ 968.75	
SUBTOTAL - TASK 1	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
1A. Task 1A - Additional Design Services				
Labor	\$ -	\$ 12,485.00	\$ 12,485.00	
Reimbursable Expenses	\$ -	\$ 15.00	\$ 15.00	
SUBTOTAL - TASK 1A	\$ -	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
2. Task 2 - Bid/Award Services				
Labor	\$ -	\$ 6,275.00	\$ 6,275.00	
Reimbursable Expenses	\$ -	\$ 725.00	\$ 725.00	
SUBTOTAL - TASK 2	\$ -	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
2A. Task 2A - Additional Bid/Award Services				
Labor	\$ -	\$ 5,772.50	\$ 5,772.50	
Reimbursable Expenses	\$ -	\$ 227.50	\$ 227.50	
SUBTOTAL - TASK 2A	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
3. Task 3 - Engineering During Construction				
Labor	\$ -	\$ 24,417.50	\$ 24,417.50	
Reimbursable Expenses	\$ -	\$ 1,082.50	\$ 1,082.50	
SUBTOTAL - TASK 3	\$ -	\$ 25,500.00	\$ 25,500.00	\$ 25,500.00
3A. Task 3A - Additional Engineering During Construction				
Labor	\$ 3,107.50	\$ 8,297.50	\$ 11,405.00	
Reimbursable Expenses	\$ 10.58	\$ 84.42	\$ 95.00	
SUBTOTAL - TASK 3A	\$ 3,118.08	\$ 8,381.92	\$ 11,500.00	\$ 11,500.00

DELAWARE ENGINEERING, D.P.C.

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

	CURRENT COST	PREVIOUS COST	COST TO DATE	BUDGET
4. Task 4 - On-Site Observation Services				
Labor	\$ 11,715.00	\$ 34,350.00	\$ 46,065.00	
Reimbursable Expenses	\$ 538.18	\$ 1,396.82	\$ 1,935.00	
SUBTOTAL - TASK 4	\$ 12,253.18	\$ 35,746.82	\$ 48,000.00	\$ 48,000.00
5. Task 5 - As-Builts				
Labor	\$ 942.50	\$ 507.50	\$ 1,450.00	
Reimbursable Expenses	\$ 50.00	\$ -	\$ 50.00	
SUBTOTAL - TASK 5	\$ 992.50	\$ 507.50	\$ 1,500.00	\$ 1,500.00
6. Task 6 - Subcontract Services				
Subcontractor - Geotechnical Evaluation (Keystone)	\$ -	\$ 7,789.00	\$ 7,789.00	\$ 7,500.00
Subcontractor - Surveying (REGEN, LLC)	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00
SUBTOTAL - TASK 6	\$ -	\$ 15,789.00	\$ 15,789.00	\$ 17,500.00
TOTAL	\$ 16,363.76	\$ 161,425.24	\$ 177,789.00	\$ 179,500.00
AMOUNT DUE FOR CURRENT SERVICES	<u>\$ 16,363.76</u>			
AMOUNT PAST DUE	<u>\$ 27,171.04</u> Invoice #20, 03/14/2024,			
TOTAL NOW DUE	<u>\$ 43,534.80</u> Invoice #21, 04/11/2024 and Invoice #22, 05/15/2024			
BUDGET BALANCE	\$ 1,711.00			

THIS STATEMENT REFLECTS PAYMENTS RECEIVED ON OR BEFORE BILLING DATE

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

DATE: June 17, 2024

TO: Town Board Members

FROM: Cheryl Gerow

RE: Joint Fuel Bid

The current fuel bid will expire on August 31, 2024.

Please set a date for a new bid which will run from September 1, 2024 through August 31, 2025 for Thursday, August 15, 2024 at 11:00 A.M.

Lucas Roth
41 Townsend Rd
Liberty, NY 12754
845-798-9657

RECEIVED
JUN 05 2024
TOWN OF LIBERTY
TOWN CLERK'S OFFICE

June 3, 2024

Dear Matt,

Please accept this letter as my resignation from the Town of Liberty Highway Department. My last day will be June 14, 2024.

I would like to take this opportunity to thank you for the experience and growth you provided me during my employment at the Town of Liberty Highway Department.

Sincerely,

Lucas Roth



Anthony D'Aversa

a.daversa79@gmail.com

(845) 798-0202

06/13/2024

Damon Knack

C/O: The Town of Liberty Water and Sewer

Liberty, NY

Dear Damon,


I am writing to formally resign from my position at The Town of Liberty Water and Sewer, effective immediately on Thursday, June 13, 2024.

I will return all equipment and keys promptly before leaving the premises today.

Thank you for the opportunity to work with The Town of Liberty Water and Sewer. I wish the team all the best moving forward.

Sincerely,

Anthony D'Aversa

A handwritten signature in black ink, appearing to read 'Anthony D'Aversa', with a long horizontal flourish extending to the right.