**REGULAR MEETING**

NOVEMBER 5, 2020

# The Board of Trustees held the Regular Meeting of November 5, 2020 at

#  the Village Municipal Building, 167 North Main Street, Liberty New York.

Mayor Ronald Stabak opened the meeting with the Pledge of Allegiance.

#

**PRESENT:** Mayor Ronald Stabak, Deputy Mayor/Trustee Robert Mir, Trustee Daniel Wright and Trustee Victoria Ferguson. Also Present: Village Attorney Gary Silver and Judy Zurawski, Clerk/Treasurer.

**ABSENT:** Trustee Joan Stoddard

**ALSO** David Ohman (Village Engineer), Police Chief Scott Kinne, Lois Weinstein,

**PRESENT:** Keelin Bonilla and James Gordon

**APPROVAL** Motion by Trustee Ferguson, seconded by Trustee Mir and unanimously

**OF** carried approving the following minutes:

**MINUTES:**

 PUBLIC HEARING - October 15, 2020

 Motion by Trustee Ferguson, seconded by Trustee Mir and unanimously

 carried approving the following minutes:

 WORKSESSION MEETING – October 15, 2020

**CORRES-** Mayor Stabak said the following correspondence has been received

**PONDENCE**:and anyone can request copies by calling or email.

 Incoming

* NYCOM Advocacy Update – 10/9/20
* Letter from SC Chamber Re: Village Information 10/27/20
* E-Mail from D. Steffens Re: School Driving Tour 10/27/20
* Letter from NAACP Re: Police Reform

**PUBLIC** Mayor Stabak opened the meeting to comments from the Public.

**INPUT:**

Lois Weinstein (Academy Street) spoke on behalf of the Weinstein and Bonilla family as they both reside behind the 5 Star Laundromat that recently opened. She said they are still experiencing odors and chemicals being emitted from the vents which are making it impossible to enjoy their homes. She suggested a variety of things that could be done such as using unscented products at the laundromat or raising the stack.

 Lois said she has been thru several routes including the Village Code Enforcement, Assemblywomen’s Gunther’s Office and the N.Y.S.D.E.C. to try to resolve the issue.

 Mayor Stabak stated the Village does not have jurisdiction over this matter and suggested she write a letter to the Commissioner’s Office of the N.Y.S.D.E.C.

**ATTORNEY**  Attorney Silver said his comments are limited to agenda items.

**COMMENTS:**

**TREAS.** Treasurer Zurawski’s written report was as follows:

**REPORT:**

* List of Current Taxes and collections thru 10/31/20 of which there is $485,906.45 outstanding. The current taxes are 88% collected.
* List of Delinquent Taxes, which as of 10/31/20 is $393,317.23 not collected.
* Starting and Ending Central Check Numbers for October 2020
* Starting October Central Check #16011
* Financial comparison of General, Water, Sewer and Sanitation

Treasurer Zurawski also reported:

* The BAN on the Columbia Street sewer issue was renewed at .8870% thru Piper Sandler & Co. There is one more renewal that can be done and at that point it has to be rolled into permanent financing.
* Annual Financial Report is completed and submitted, if anyone would like a copy.
* CDBG Loans – There are a currently a couple of delinquencies

**TABLED UPDATE ON ENGINEERING PROJECTS - D. OHMAN/DELAWARE**

**BUSINESS:ENGINEERING:**

David Ohman of Delaware Engineering presented the following report:

1. **WWTP Upgrade**
* NYSEFC Clean Water State Revolving Fund (CWSRF) **Project #C3-5352-02-00**
* Tonight’s meeting:
* Board consideration of the Professional Service Contract for Design through Construction, Amendment No. 1 – Engineering Report Revisions to remove Sludge Handling Items.
* At a future meeting
	+ Board Consideration of the new Professional Services Contract for Design through Construction for Phase 2
* Update/Review of Project Progress
* Proceeding with design of original project and preparing revised engineering reports for the Base Project
* Going with a Phase 1 (base contract) and Phase 2 (sludge) contract will allow some work to proceed while Village applies for more grant funding.
* It will require:
	+ For the current Base project – Phase 1:
		- Revising and resubmitting the approved Engineering Report to remove sludge related work as possible to allow other work to proceed. IN PROGRESS, anticipated to be completed by mid-November
		- Ultimately revising the Project Finance Agreement
		- Work on Design continuing – anticipate submitting for NYSEFC and NYSDEC review in December 2020
		- Revised Anticipated Project Schedule attached, excerpt below
	+ For the Enhanced Sludge project – Phase 2
		- Put in a new Project Listing (PLUS) – Done
		- Doing SEQR again for the entire project: Done – determination completed at August 20 Board Meeting
		- Do a new Bond Resolution for the Phase 2 project – done at September 3, 2020 meeting
		- Preparing and submit new Engineering Report to NYSEFC – Done – Reviewed with the Village at the September 17 meeting, and submitted NYSEFC on September 18, prior to September 21, 2020 deadline to finalize the IUP and get on the annual list for financing.
		- Prepare a new Smart Growth Form and submit to NYSEFC. Done – Reviewed with Village and had the Mayor sign at the September 17 meeting, and submitted to NYSEFC prior to September 21, 2020 deadline to finalize the IUP and get on the annual list for financing.
		- Funding Application (CFA program) including the WIIA Grant funding up in the air right now – nothing set for this year.
		- **Revised Anticipated Project Schedule; excerpt below**
* **Contracts**

 **Sludge Handling WWTP Upgrade Project**

* + At the October 15, 2020 meeting, the Village Board resolved to authorize the Mayor to endorse the Professional Services Contract for Planning phase work in the amount not to exceed $24,900. Accepted by the Board and forwarded to NYSEFC on October 21, 2020.

 **Professional Services Contract for Design through Construction**

* + For Village consideration is Amendment No. 1 to the January 2019 design and construction phase services related to revisions to the Engineering Report approved by NYSEFC on May 30, 2019. This amendment supersedes that which was approved by the Village on February 20, 2020. This amends the current base project contract.
	+ This covers the work to revise the approved report to include the sludge handling/septage receiving upgrade work, and then, after an April 2020 call wherein as NYSEFC advised the Village to put that work into a separate project, to revise the report again to remove the sludge handling/septage receiving upgrade work, as well as to make some other changes agreed to during design (e.g. put in new mechanical screens to help with rag issue, as in new electrical building, etc.)
	+ In short, we did an amendment to the approved report as previously discussed with NYSEFC to include the sludge handling/septage receiving upgrade work, sent that document up to NYSEFC in February 2020 for review, Now we have to revise it and reissue it again since the sludge handling/septage receiving upgrade work is now going to be its own project – not an add on the original one.
	+ Standard Terms and Conditions as all recent contracts (include Village Attorney changes from 2017)
	+ We believe that all these changes will be eligible for NYSEFC project financing.

 A summary of the professional services tasks and a breakdown of costs for this contract amendment is as follows:

* If the Village finds the contract amendment acceptable as presented, we recommend that the Village Board authorize the Mayor to endorse the Professional Services Contract Amendment No. 1, dated October 28, 2020. associated with Engineering Report Revisions, to the design through construction contract for the Village WWTP upgrade to be financed through NYSEFC, in an amount not to exceed $40,000.
* Delaware River Basin Commission (DRBC) WWTP docket expired
* DRBC has sent the Village a notice that the docket has expired and has requested that a new application form be submitted for the facility along with review renewal fee of $523 and late filed renewal surcharge of $2,000.
* Based on discussion with DRBC representative, due to COVID, if the renewal application is submitted before January 1, 2021 the late fee will be waived. The Village submitted a renewal application in 2012, and based on discussions with a DRBC representative, if all the information is still relevant we can indicate that they should refer to the information submitted in the 2012 submission, simplifying the application renewal process.
* Here’s what we need to do before January 1:
	+ Prepare a cover letter (include $523 check and request waive of $2,000 late fee)
	+ Fill out 9 page “application for the The Discharge of Pollutants Into Surface Waters or Ground waters of “The Delaware River Basin” and have notarized and signed by responsible official.
	+ Fill out 2 page “Applicant’s Statement – Project Review Fee” form & fee and have signed by certifying official with check for “wastewater Discharge Docket Application, Filing Fee for renewals of existing wastewater discharge approvals for public projects. Make in the amount of $523 check payable to: Delaware River Basin Commission. Submit completed form and check to: Delaware River Basin Commission, PO Box 7360, 25 Cosey Road, West Trenton, NJ 08628-0360.
* For the current upgrade project the 2 page “Applicant Statement – Project Review Fee” form & fee will need to be filled out again when the project goes out for regulatory review.
* If desired by the Village, we will work with Judy and WWTP staff to get the information collected, draft up the cover letter, fill out forms with input from the Village, get forms to Village to sign, and assist Village with submitting this to the DRBC.
* Village will need to provide info and some assistance, and will need to provide a check with the renewal application and sign some forms.

2. Lily Pond Road Bridge/Waterline

* **Confirmed with the County on October 27, 2020 that they are still on schedule to complete design this fall for work next year.**
* Working on a project scope/bid sheet so that we can develop a project cost estimate for temporary and permanent work with Ken H and Osterhout (contractor who did the work in 2006)
* Need to prepare a contract proposal (scope and cost) for design/bid award and construction phase services for Village consideration.
* Plan to do design in October review with NYSDOH and have ready to bid before year end for early spring construction.
* County work still planned for next spring
* More Background/Historic Information
* Continue discuss with SCDPW to keep the line on the bridge and come up with a mutually agreeable plan forward and generate an agreement.
* Previous agreement from 2006 puts all cost to remove and replace/reinstall on the Village
* 2006 permit and special conditions agreement is available.
* Mayor Ron, Ken Hessinger and I met with Roman and Bob Trotta at SCDPW on February 26, 2020. Key points from the meeting:
* Timing – design fall 2020, May 2021 start bridge work; done by winter – 4 -5 months
* Plan to build with County personnel and some subcontractors
* Plan to put out new abutments behind the existing and replace in current location.
* No space to provide a temporary bridge so traffic will be rerouted up Cooley Road and around via Flynn Road.
* Want Village water main out of the way by May 2021
* Village will need to do water line work themselves – do a set of plans and specs for one general contract for demolition of exiting, temporary and permanent back in the bridge work
* Should do design work this summer and work out all the details with county then but if not before year end so that we can have on-site work start March/April 2021.
* Jeff Francisco (from our office) met on site with Ken and Howard Osterhoudt (contractor) and came up with a plan for the design and construction of temporary and permanent.
* Includes putting a new temporary water line support upstream of the bridge.
* Now need to get a budget cost estimate for the construction as well as the design/engineering for temporary and permanent work – we can work with Ken and Howard on this.
* May need to get easement(s) to accommodate this? (need to look at the tax maps to see where property lines are and if County ROW is shown)
* We need to have SCDPW permit like in 2006
* Water line work with NYSDEC could piggyback with their joint permit application
* Lily Pond Water Plant currently gets tractor trailer chemical deliveries every 1 to 2 months
* May not be able to get those big trucks to the plant via the alternative routes
* Ken to check with chemical companies to see if they can deliver with smaller trucks
* We have Geotech report and County’s site survey
* Will likely need more site surveying some for topo and for producing temporary easements.
* Next steps:
* Confirm ROWs and easements available and/or needed – looks like only property now
* Develop project cost estimate and timeline
* Agree with Village on path forward for design (agree upon scope and cost) and timing for bidding/construction.
1. **Rail Trail Area Culvert Drainage/Blockage**
* Looks like CFA process is on hold for the foreseeable future – so no action planned at this time. Once CFA is announced we can revisit with the Village.
* FEMA BRIC program:
* Village attended a meeting on September 29 with FEMA and Sullivan County Representatives to discuss Village projects to be included in the County’s Hazard Mitigation Plan and potential funding opportunities. Identified projects including Rail trail culvert, Balsam Street culvert and waterline, North Main culvert sidewalk/deck repair and stream cleaning. Waterway work by Church Street and collapsing waterway culverts already on the FEMA list.
* FEMA BRIC program has up to 75% grant funding for eligible projects – need to submit a Letter of Intent (LOI) package by September 30, 2020.
* We worked with Ron and Judy to put together and submit a letter of intent to get the Rail Trail culvert and sewer work on a list for potential FEMA funding for $1 Million
* The Letter of intent was sent by 3:00 p.m. on September 30.
* Advised on October 9, 2020 email from NYSDHSES that the project appears eligible – excerpts and comments below.
* Noted that sub applicants are required to have a formally adopted and FEMA-approved Local Hazard Mitigation Plan by the Application deadline (January 29, 2021) and at the time of obligation of grant funds (expected Fall 2021) for all categories of mitigation projects and C & CB activities (with the exception of mitigation planning). Sub applicants must ensure that this requirement is met. If you are unsure of your community’s plan status, please contact us.
* All applications must be completed via FEMA’s new online application system called FEMA GO. We recommend you do this immediately, as it can take several days to complete.
	+ We are working with Judy to do this now
* The sub application deadline is Wednesday, December 2, 2020 @ 5:00 p.m. EST (no extensions)
	+ We are working through the guidance now and are working with the Village to pull this together.
* New information received on October 27, 2020
	+ Continuing to identify the plan forward and work with the Mayor and Judy to prepare – we’ll target to have the sub application/plan ready for Board approval at the 11/19/20 meeting in order to meet the sub application 12/02/2020 deadline.
* Plan forward:
* Judy is setting us up as “Grant Writer”…then we can gain access and start filling out paperwork for the Village.
* We are:
* Looking thru most recent email and attachments from NYS DHSES – we believe that the sub application form that needs to be filled out and submitted online is the 39 page “projects” sub application – we are looking at other items in the “Projects” zip file and will identify what else needs to be filled out and signed.
* Some of this info will need to be provided by the Village
* Planning to attend hourly Zoom meetings with application tips over the next three weeks.
* We need to confirm what we need to provide the County for their HMP
* We plan to work with Tom Cowin of NYS DHSES to figure this out
* Looks like a fair amount of effort over the next month.

4. **DPW Garage Site Remediation**

* Based on June 2020 and September 2020 sampling, still seeing values near garage indicating contamination remains
* Excerpts from Report for September 2020 as follows:

Observations of the laboratory analytical results are below:

* MTBE was not detected in any of the sampled monitoring wells at concentrations greater than the laboratory reporting limits.
* No analyzed VOC’s were detected at concentrations greater than the laboratory reporting limit at monitoring wells MW-19, VW-6, VW-7 and VW-8. These monitoring wells are located between the Village Garage and the production well and indicate that VOCs have not reached the production well.
* Total VOC concentrations increased slightly at monitoring well MW-22A by 15 parts per billion (ppb). The total VOC concentration is generally declining.
* Total VOC concentration has remained unchanged at monitoring wells MW-22B. None of the compounds detected at monitoring well MW-22B were at concentrations greater than drinking water standards.
* Six (6) VOC compounds were recorded above the drinking water standard at MW-22A. Monitoring wells MW-22A and MW-22B are located approximately 10 to 15 feet south of the remedial excavations that were performed in November 2016 and approximately 380 feet north of the production water well. When compared to historic values, the concentrations in these wells have been steadily decreasing.

Discussion/Recommendations

Quarterly sampling and analysis of select monitoring wells should continue. The next monitoring event is scheduled for December 2020.

Should withdrawals from the Village production well increase, a modified groundwater monitoring plan should be developed to ensure that contaminants are not drawn into the production well.

Scan of VOC concentrations from September – not much different than June 2020.

* Sent email to NYSDEC and Aztech on February 20, 2019 requesting an update on cost for remediation and an estimate for quarterly sampling work; no response.
* NYSDEC will keep going with quarterly monitoring until all results show compliance with water quality standards for a year or more (no real end in sight).
* The second quarter June 2019 groundwater monitoring report indicated that there was a contaminant increase in monitoring well VW-8 (212ppb VOCs). The other monitoring wells were within their historic values
* September 2019 sample results showed levels in VW-8 returned to low/more historic levels.
* Still seems appropriate to consider getting the sampling to locate the limits of the remaining material sooner than later.
* In addition, if we want to pump more water out of Elm Street well a more comprehensive sampling plan is needed
* Aztech cannot perform the additional work as NYSDEC believes it would be a conflict so some other firm will need to do it.
* We can pursue this if desired by the Village
* Also, right now it looks like there is more stuff to clean up out there
* Some plan forward options:
* Continue with NYSDEC quarterly monitoring and no more cleanup – status quo
* Continue with NYSDEC quarterly monitoring and ask NYSDEC to advise what else is being contemplated to accomplish more cleanup
* Develop Village plan to investigate the extent of the remaining contamination
* One of the above and look at what is needed to enable to pump more water
* At February 2020 meeting, the Village decided to seek DASNY SAM grant assistance for conducting a sampling plan site investigation to better identify remaining contamination under, up gradient and near the DPW garage.
* Use $125,000 as a target cost
* We could work on this if desired by the Village
* DPW Garage Relocation
* If sampling does not show that the contamination is principally under the garage, the most time efficient process to get rid of remaining contamination under the garage would likely be to demolish the garage to provide direct access for cleanup followed by about one year of sampling to confirm it is cleaned up
* This would require relocation of the DPW garage and associated items (salt storage, etc.) to a new facility – possibly on Willow Lane by the current cold storage and fueling station.
* We would work with the Village to seek funding to assist with this work if this is the desired plan
1. Tiger’s Den Monitoring Well Decommissioning
* We haven’t received a response from the DEC about the proposed monitoring well decommissioning. They may have lost interest in it for now? We’ll let you know if they get us answers.
* On October 7, 2020 DEC requested latest sampling results and water production of the Elm St. municipal well.
* The water department provided data on October 9, 2020
* Delaware summarized and returned the requested information via email on November 2, 2020; we copied the Water Department, mayor and Judy on the email to the DEC.

7. **Elm Street Well and Lead and Copper Compliance**

* No change from last month
1. **NYSDOH Water System Inspection/Cross Connection Control Program**
* No Change from last month

 **CONSIDER RESOLUTION – SANITATION USER FEES PURSUANT TO LOCAL LAW #1-2020**

**RESOL. #** Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously

**40-2020:** carried approving Resolution #40-2020

 **WHEREAS,** the Village Board has authority pursuant to Section 35-17 of the Village Code to set, modify and change by Resolution sanitation user fees;

 **WHEREAS,** the Village Board has previously set sanitation user fees effective June 1, 2020 by Resolution, and

**THEREFORE BE IT RESOLVED**, that effective November 5, 2020, the sanitation user fees will be as follows:

 COMMERCIAL

 1 Dumpster/1 Pickup per week - $1540

 Additional fee, Per Dumpster, Per Each Additional Weekly Pickup as determined necessary by Village (or, per Village code) - $1154

 No Dumpster/1 Pickup per week – $ 648

 Additional Fee, No Dumpster, per Each Additional Weekly Pickup, as determined necessary by Village (or, per Village Code) - $486

 RESIDENTIAL

 Single - $ 308

 Two Family - $ 616

 Three Family - $ 925

 Apartment/Dumpster - $1540

 If additional pickups are determined necessary by the Village (or per Village Code), the rate charged will be 75% of the standard rate, per additional weekly pickup.

 OPT OUT FEES

 Single - $158

 Two Family - $315

 Three Family - $473

 Commercial users/Apartment Units - $788

**UPDATE ON PANDEMIC OPERATIONS PLAN**

Mayor Stabak said this will remain tabled until February.

**CONSIDER RESOLUTION TO SET CODE ENFORCMENT FEES**

**RESOL. #** Motion by Trustee Ferguson, seconded by Trustee Wright andunanimously

**41-2020:** carried approving Resolution #41-2020.

 **WHEREAS**, the Village Board accepts the Code Enforcement Fee Schedule as proposed and;

 **WHEREAS,** the Village Board has authority pursuant to Section 14-18 of the Village Code to set, modify and change by Resolution the code enforcement/building fees;

**THEREFORE BE IT RESOLVED**, that effective November 5, 2020, the fee schedule is set forth as follows:

FIRE/SAFETY & PROPERTY MAINTENANCE FEES

 Commercial (bi-annual)

 Under 2,000 Square Feet - $125.00 Including operating permit

 Over 2,000 Squarer Feet - $200.00 including operating permit

 Mixed Use (bi-annual)

 Under 2,000 Square Feet - $125.00 including operating permit

 Over 2,000 Square Feet - $175.00 including operating permit

 Apartments, Camps, assembly, Motel & Hotels (Annual)

 3 – 5 Units - $115.00

 6 – 10 Units - $140.00

 11-20 Units - $175.00

 20-29 Units - $200.00

 30 plus Units - $250.00

 Initial reinspection is included in the above fees. If violations are not corrected, a Second reinspection will be charged an additional fee on $100.00.

 Must reschedule no later than 5 days prior to inspection, missed inspection without phone call will be charged in full.

BUILDING DEPARTMENT FEES

 Minimum charge for Building permits - $35.00

 New Building construction - $00.25 per square foot

 Renovations, Accessory Buildings, HVAC, $35.00 for the first $1,000

 Wood Stoves, Pools, Signs, Etc. - $10.00 for each $1,000 thereafter

 Building permit renewal - Renews at the original cost to a max

 of $300.

 Demolition - $50.00 per structure on one parcel

 Chicken License - $35.00

**RESOL.#** Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously

**42-2020**: carried approving Resolution #42-2020.

 **WHEREAS,** the Board of Trustees amends the current Building Code as Follows:

 Tragedy Reconstruction – The fee will be waived for pre-existing size and placement on single family owner-occupied homes.

 **NOW, THEREFORE BE IT RESOLVED** this change will take effect immediately.

**NEW CONSIDER LIBERTY ELKS BPOE – GAMES OF CHANCE LICENSE**

**BUSINESS:**

 Motion by Trustee Ferguson, seconded by Trustee Wright approving the Games of Chance License for Liberty Elks BPOE.

This license is for the 2021 year and will run from January 1, 2021 – December 31, 2021.

Mayor Stabak abstained from entertaining this motion as he disclosed that he is a member of the Liberty Elks.

**CONSIDER AMENDMENT NO. 1 – DELAWARE ENGINEERING DESIGN CONTRACT**

**RESOL. #** Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously

**43-2020** carried approving Resolution #43-2020.

 **WHEREAS,** The Professional Services contract for Design through Construction of the Waste Water Treatment Plant presented by Delaware Engineering was previously approved by the Village Board and;

 **WHEREAS**, the Professional Services Contract Amendment No. 1 is being presented to have the sludge handling/septage receiving upgrade work as its own project and;

 **WHEREAS**, Amendment No. 1 will be in amount not to exceed $40,000;

 **NOW, THEREFORE BE IT RESOLVED**, the Board authorizes Mayor Stabak to endorse the Professional Services Contract Amendment 1, dated October 28, 2020, associated with the Engineering Report Revisions.

 **CONSIDER CONTRACTS OF SALE – TWO PARCELS**

Motion by Trustee Mir, seconded by Trustee Wright and unanimously carried approving the Contract of Sale and Receipt of Deposit for the following properties that were left over from the 2019 auction and are now under listed under the Village of Liberty:

 Tax Map # 109-1-5.1 – Bid Price: $300.00 – Total Sale Price - $14, 1818.54

 Tax Map # 114-2-17 – Bid Price: $800.00 – Total Sale Price: $14,969.51

 **CONSIDER INTERMUNICIPAL AGREEMENT – SULLIVAN COUNTY DEPARTMENT OF MOTOR VEHICLES**

**RESOL. #** Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously

**44-2020:** carried approving Resolution #44-2020.

**WHEREAS**, the Village of Liberty Board of Trustees approves the Inter-Municipal Agreement between the County of Sullivan and the Village of Liberty and;

**WHEREAS,** this Agreement details the obligations of the County and the Village in regard to the County setting up a Department of Motor Vehicles satellite site in the present meeting room located on the first floor in the Village Municipal Building located at 167 North Main Street and;

**WHEREAS**, this will allow the Department of Motor Vehicles to set up this satellite site on November 10, 12, 17 and 24, 2020 and December 1, 8, 10, 15, 17, 22 and 29, 2020.

**WHEREAS**, the County and the Village are authorized to enter into this Agreement pursuant to General Municipal Law Article 5-G and;

 **NOW, THEREFORE BE IT RESOLVED**, the Board authorizes Mayor Stabak to execute the Intermunicipal Agreement with the County of Sullivan which will establish a satellite site for conduct of Department of Motor Vehicle transactions at the Village Municipal Building.

 **CONSIDER EVENT PERMIT – LIBERTY ELKS/CHRISTMAS EVENT**

 Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously carried approving the Event Permit for Liberty Elks Lodge 1545, which will be a Christmas Event for Local Children to be held on Saturday, December 5, 2020.

 This will be an outside event, which will include gifts for children and TO-GO lunches for all the attendees. They will utilize the Municipal Parking lot adjacent to the Elks Building.

 A Certificate of Insurance will be secured before the Event Permit is issued.

 **CONSIDER ELECTRICIAN TO FIX POLE OUTLETS FOR CHRISTMAS DECORATIONS**

 The Board requested the D.P.W. Supervisor Lynn Barry obtain estimates on the work needed to fix the light fixtures so that the lights on the Christmas decorations work properly.

 Motion by Trustee Wright, seconded by Trustee Mir and unanimously carried authorizing Mayor Stabak to allow the electrical contractor to fix the lights as long as it falls under the procurement policy of $3,000.

 **CONSIDER TIRES FOR LOADER – D.P.W.**

 Motion by Trustee Ferguson, seconded by Trustee Mir and unanimously carried approving the purchase of Tires for the D.W.W. Loader in the amount of $5,280.00 from STTC Service Tire Truck Center.

 The quotes for the Loader tires were as follows:

 STTC Service Tire Truck Center - $5,280.00

 Marlboro, NY

 Case Tire Service Inc. - $6,091.56

 Honesdale, PA

 Inter City Tire - $6506.00

 Elizabeth, New Jersey

 **CONSIDER FINANCIAL SERVICES AGREEMENT WITH CAPITAL MARKETS** **LLC.**

 Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously carried approving the Financial Advisory Services Agreement between the Village of Liberty and Capital Markets Advisory, LLC, having its principal place of business at 11 Grace Avenue, Suite 308, Great Neck, New York 11021.

 Capital Markets Advisory LLC is used by the Village in connection with bond and note financing.

 **CONSIDER MEETING SCHEDULE FOR NOVEMBER/DECEMBER**

 Motion by Trustee Ferguson, seconded by Trustee Mir and unanimously carried to cancel the following Worksession Meetings:

 Thursday, November 19, 2020

 Thursday, December 17, 2020

**PUBLIC** Mayor Stabak opened the meeting to comments from the Public.

**COMMENT:**

Jim Gordon (Lake Street) commented on the following items:

* Thought the Holiday Party sponsored by the Elks will be a very nice event
* Having the D.M.V. at the Village offices will be great for local residents
* Said the holiday lights made it look festive
* Asked about Capital Markets Advisors, LLC

 The Mayor explained they are a company we outsource with to help with financing.

**TRUSTEE** Mayor Stabak opened the meeting to comments from the Board.

**COMMENTS:**

Mayor Stabak - No Comment

Trustee Ferguson - No Comment

 Trustee Mir discussed the Sullivan Chamber Resource Booklet and the advertisement for the Village of Liberty.

Trustee Wright – No Comment

**APPROVAL** **POST AUDIT VOUCHERS**

**OF BILLS**

**FOR PYMT:** Motion by Trustee Mir, seconded by Trustee Wright and unanimously carried approving Post Audit Voucher #388 to Voucher #398 in the amount of $1,696,276.17.

 BILLS FOR PAYMENT

 Motion by Trustee Mir, seconded by Trustee Wright and unanimously carried approving Voucher # 399 to Voucher #460 in the amount of $117,549.69.

 DA ACCOUNT

 Motion by Trustee Mir, seconded by Trustee Wright and unanimously carried approving the following bills for payment from the DA Account:

 Fallsburg Lumber - $1,586.41

 Paul Pratti Guns - $1,000.00

**EXECUTIVE** Motion by Trustee Mir, seconded by Trustee Ferguson and

**SESSION:** unanimously carried to go into Executive Session at 9:20 p.m. to discuss the employment matter in the Police Department and to obtain legal advice.

 Police Chief Scott Kinne was invited into the Session.

 Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously carried to leave Executive Session at 9:55 p.m.

**ADJOURN:** Motion by Trustee Ferguson, seconded by Trustee Wright and unanimously carried to adjourn the meeting.

 **THE MEETING WAS ADJOURNED AT 9:56 P.M.**

 **RESPECTFULLY SUBMITTED,**

 **JUDY H. ZURAWSKI**

 **CLERK-TREASURER**

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