**REGULAR MEETING**

JULY 23, 2020

# The Board of Trustees held the Regular Meeting of July 23, 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 Joan Stoddard, Trustee Daniel Wright and Trustee Victoria Ferguson. Also Present: Gary Silver, Attorney for the Village and Judy Zurawski, Clerk/Treasurer.

**ALSO** David Ohman (Village Engineer), James Gordon and Police Chief Scott Kinne

**PRESENT:**

**APPROVAL** Motion by Trustee Stoddard, seconded by Trustee Wright and unanimously

**OF** carried approving the following minutes:

**MINUTES:**

REGULAR MEETING - June 25, 2020

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

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

Incoming

* Letter from Rourke Law Re: Chapter 75/Village Code 06.30.20

Mayor Stabak briefly discussed the letter from Rourke Law regarding Sureway Taxi.

Attorney Silver said he wanted to note for the record that the mere fact that Troy Johnstone (Rourke Law) is a member of the Planning Board did not preclude him from sending the letter on behalf of Sureway to the Village. (Ethics Opinion 484 of the NYS Bar Association).

Outgoing

* Letter to JCO Inc. Re: WWTP 07.06.20

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

**INPUT:**

Jim Gordon (Lake Street) said he found the last meeting very educational and that made him want to come back again. He stated he thought the new LED street lights were a great idea and he liked the savings to the village residents.

Jim also said that he liked the idea that we are informing the utility customers of the problems that occur from flushable wipes.

**ATTORNEY** Attorney Silver said his comments are all related to agenda items and

**COMMENTS:** Executive Session.

**TREAS.** Treasurer Zurawski did not have a report.

**REPORT:**

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

**BUSINESS:ENGINEERING:**

David Ohman of Delaware Engineering reported on the following:

1. **WWTP Upgrade**

* NYSEFC Clean Water State Revolving Fund (CWSRF) **Project #C3-5352-02-00**
* Project Financing
  + We have been working with Judy and Keough Consulting, and EFC finance department to submit disbursement request, EEO Quarterly Reports, and other related paperwork.
* Professional Services Contract for Design through Construction:
* Design Phase:
* Continuing to Prepare design drawings and specs
  + - Progress set of drawings provided to the Board tonight
* Communicating with equipment supplier and manufacturer’s representative regarding upgrade equipment
* Coordinating with MWBE Subcontractors
* Communicating with Village staff on project issues
* MWBE Subcontracts and Related Work:
* NYSESD/NYSEFC approved Delaware MWBE utilization plan and waiver request on October 28, 2019
* Work on Municipal Solutions, Inc. (MSI), a WBE who assists with MWBE compliance services, is complete.
* Surveying – Topographic and Boundary for Septage

receiving area

* Complete
* Topographic survey was provided on 12/27/19
* Boundary survey was provided on 01/27/20
* Delaware has executed a sub-consultant services agreement amendment for additional services with Rasmussen Land Surveyors, PLLC to perform boundary survey of limits Village parcels (WWTP and adjacent) and off adjoining NYS Route 17, in the amount of $1,800. Subcontract Services Agreement amendment for additional services will be submitted to EFC for disbursement.
* Geotech Evaluations
* Subcontracted with Atlantic Testing (WBE) to do one boring and Geotech evaluation for the new septage receiving facility.
* Onsite work completed; Geotech report pending.
* Special Inspections and Construction phase materials testing
* Delaware will work to complete preparation and execution of remaining subcontracts with WBE firm Atlantic Testing for Special Inspections and Construction phase materials testing once design is complete and the extent of their services are more defined.
* Schedule
* Continuing with work
* Revised schedules were provided for Phase 1 (base contract) and 2 (enhanced sludge processing and associated work)
* Engineering Report Amendment
* Delaware prepared an amendment to the currently approved Engineering Report to add the enhanced sludge processing and associated changes, with septage receiving but not including FOG (grease) equipment.
  + Submitted to NYSEFC for review and approval on February 7, 2020.
  + Increased project cost to $12.6M as discussed at previous meetings.
  + Nearly the same projected rate impact as the original $7.6M project Village agreed to move ahead in 2017 (since a WIIA grant for the original project and 0% financing is now in place).
  + The Village agreed to not adjust the financing until after bidding (e.g., bond resolution, modification of PFA, etc.)
  + Amendment not approved by NYSDEC due to change in course of action – see below
* Project Course Change
* Based on April 23, 2020 call with NYSEFC (Tim Burns and Harry Nelson), they suggest that the Village proceed with the Enhanced Sludge handling as its own project – Separate it from the original scope of work and treat it as new project.
  + This allows the Village to apply for a WIIA Grant (25%) for the Enhanced Sludge Handling/Septage Receiving work
  + The design on the original/base project will continue independent of this Enhanced Sludge Handling Work.
  + Current estimated project cost is $5M – however, we may pull other sludge related work (e.g. belt press replacement, sludge building upgrades) into this work as well since it is all related to sludge. This would increase this by about $3M or more but would come out of the original project.
  + Going with Phase 1 (base contract) and Phase 2 (sludge) contract will allow some work to proceed while Village applied for more grant funding.
  + It will require:
    - For the current Project – Phase 1:
* Revising and resubmitting the approved Engineering Report to remove sludge related work as possible to allow other work to proceed.
  + - * Ultimately revising the Project Finance Agreement
    - For the sludge project – Phase 2
      * Before May 1 – put in a new Project Listing (PLUS) from the project so that we get on the NYSEFC project list as a distinct new project
      * If the Board agrees, we will get this filled out and up before May 1 – we will put $9M as the new project cost since we will likely move dewatering work from the current project into this one – this can be revised next year once we have more detail.
      * Preparing a new Engineering Report
      * Doing SEQR again
      * Do a new Board Resolution
      * Prepare a new NYSEFC funding application for a WIIA grant
    - This two-phase approach will allow work to move forward on upgrades to non-sludge related work while we seek more funding.
    - It will add more engineering and soft costs as we now have to do two projects rather than one, redo some steps – but if successful, will secure 0% for both contracts and more grant money than if we did it as one project.
    - There may also be stimulus money coming out that may allow the Village to receive more than typical grants
* At the April 23, 2020 meeting the Village resolved to authorize Delaware Engineering to proceed to prepare documents necessary to separate the WWTP upgrade into two projects and seek additional funding for the enhanced sludge/septage and related improvements. This will include, but not be limited to preparation of and submission to NYSDEC of a new PLUS listing form, preparing a new Engineering Report, conducting SEQR activities, conducting design, bid/award and construction phase services to implement the Phase 2 project, as to be defined in a new professional services contract. Also revising the current Engineering Report and related items to remove the items to be covered under the second phase project.
* Update on Work Related to the Project Course Change
* Proceeding with design of original project and preparing revised engineering reports for the Base Project and the sludge/septage add on.
* Also working on Professional Services Contract Changes – Plan to get those to the Village very soon.
* Going with 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
* Ultimately revising the Project Finance Agreement
* For the Enhanced Sludge project – Phase 2 – Schedule Provided
* Put in a new Project Listing (PLUS) from the project so that we get on the NYSEFC project list as a distinct new project.
* At the April 23, 2020 meeting, the Board agreed; we filled out the forms and $9M as the new project cost since we will likely move dewatering work from the current project into this one – this can be revised next year once we have more detail. DONE.
* Preparing a new Engineering Report. IN PROGRESS
* Doing SEQR again for the entire project UNDERWAY, Part 1 out for review and comment; Part 2 and 3 review and determination at August 20 Board Meeting
* Do a new Bond Resolution for the Phase 2 project (at August Board Meeting)
* Prepare a new NYSEFC funding application for a WIIA grant anticipate needing all this done before typical end of need done by September 2020 deadline.

SEQR

* The original/base project was a Type 2 Action since the scope involves upgrading existing facilities within existing structures. However, since we are now building a new setpage receiving building, and electric building and performing more site work to allow for construction related thereto, a coordinated review on an Unlisted Action for the entire upgrade will be done.
* At the June 26 meeting, the Board declared themselves lead agency Village as SEQR lead agency for a coordinated review utilizing a Long Environmental Assessment Form (LEAF) for the WWTP Upgrade including both the base contract (Phase1) and enhanced sludge/septage – Phase 2, reviewed and accepted Part 1 and authorized the Mayor to endorse the signature page.
* Delaware sent out the Lead Agency/Part 1 SEQR package, on June 26 to the potentially interested parties for 30-day comment period. Requesting all comments back by July 28.
* We are preparing draft versions of Part 2 (evaluation of impacts) and Part 3 (the determination) and will forward to the Board prior to the next meeting on August 20.
* At the August 20 meeting, the Draft Leaf Part 2 and 3 will be reviewed by the Village, and a determination of significance will be made at the first August meeting.
* Professional Services Contract Amendment
  + At the February meeting the Village Board resolved to authorize the Mayor to execute Delaware Engineering’s professional services contract Amendment No. 1 (dated February 18, 2020), associated with recent changes to add enhanced sludge processing, septage receiving and related changes, in the amount of $254,000.
  + An executed copy was forwarded up to NYSDEC on March 6, 2020 along with an updated Utilization plan. This has not been approved since the two projects are being divided up now.
  + New contract will be needed to address Phase 2 work as well as an amendment to the current NYSEFC approved contract – working on those now and will be provided to the Village soon.

* What Changed Since 2017? And Scope of Work and Cost for Phase 1 and Phase 2
  + The Attached table summarizes the work originally set forth in 2017, the proposed 2019 amendment to add enhanced sludge/septate and the now proposed Phase 1 (Base Project) and Phase 2 Enhanced Sludge/Septate Receiving work
  + Cost for expanding the project to include the enhanced sludge processing and septate receiving results in a $14M project but has nearly the same rate impact as the plan originally accepted by the Village in 2017 for a $7.6M project because we have access to better financing now (0% loan and 25% grant) – rate impact summary table attached
* Schedule Going Forward for Phase 2 – full schedules for both Phases – excerpt below for Phase 2
* Need to have all items needed for complete application before September 30, 2020.
* Progress set of Phase 1 Design Drawings
* Dropped off tonight for Village information/perusal

2. Lily Pond Road Bridge/Waterline

* 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 Oosterhout (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 September, 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 scope of county work and their timeline and provide concept aerial plan to County and review our concept with the county (sent email with conceptual aerial to Roman at SCDPW on 6-24-20 – seems OK; no change in scope or schedule as of 06-25-20)
* Confirm ROWs and easements available and/or needed – looks lie 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**

* Board held a public hearing at the May 21, 2020 meeting announcing the Village’s intent to submit the OCR application.
* We will put together the Engineering Report for the application at no cost to the Village.
* Deadline for submissions not yet announced.
* We put together and submitted a NYSEFC Clean Water State Revolving Fund (CWSRF) project listing form so that the project can be put on the NYSEFC multiyear list at this time.
* this checks one of OCR’s boxes to improve our project score
* will allow for us to update this in the future and apply for CWSRF funding
* We will work with Judy to get this done.
* Does not commit the Village to do anything now.
* Background
* 2019 CFA Awards were announced 12/19/19. The project was not selected for award.
* This issue is not going to be resolved without some financial assistance.
* Board has agreed at recent past meetings to the desire to resubmit the application for the next round of CFA’s
* Exit interview/call with Mark Blauer and Delaware, the Mayor and Judy, with NYS OCR Charlie Phillion held on March 18
* The process is competitive and statewide and funds are limited
* Key points mentioned/to consider to improve the application:
* We have no consent order or notice of violation so no help on that front; letters of support from NYSDEC are not of much value
* Village could propose to put some money or value in the form of in-kind services.
* Perhaps the Village consider adding $20,000 to the project cost and include that the Village will provide up to $20,000 in local match with the intent that those will be in kind services (e.g. D.P.W. could possibly do some site work, clearing, short haul of spoil, etc.
* This project should be brought to the attention of our local person on the Regional Economic Development Council so that they can weigh in on it during the project evaluation process.
* Need to focus on affordability and impact to rate payers if the Village were to find this themselves; CDBG prefers to be the funding source of last resort and to mitigate major impacts.
* We know that once WWTP upgrade is complete, rates may go up; but we can only use what rates are in place at the time of the application; so unless rates are raised before July 2020 the current rates will be used in the analysis.
* OCR asked if Village has applied to USDA RD or NYSEFC CWSRF and we said no since they require a lot of upfront cost for application, it delays the project and the project need is <$1 M such that those program grant potential would be less than the possible $750,000 grant from OCR.
* Charlie suggested we get this project on the NYSEFC CWSRF Intended Use Plan List.
* Demonstrate that if the project is awarded you are ready to go forward and can be completed in 2 years.
* Charlie talked about the Engineering Report needing to follow the USDA RD outline which is much more extensive than what OCR has previously accepted.
* More Background info:
* Delaware prepared the Engineering Report - at no cost to the Village.
* OCR CDBG Grant application package submitted by Mark Blauer on July 22, 2019 in advance of the July 26 submission deadline.
* Planned work includes: Furnish and Install new culvert
* Install New Headwall, Wing-Walls, and Improve Culvert Approach
* Furnish and Install Bank armoring Rip-Rap Stone Downstream of the Culvert (including 3’ Buried Below the Stream Bed)
* Furnish and Install 8” Replacement Sewer Pipe (inside Existing Culvert, Plus Transitions at Both Ends) – Approximately 150LF
* Fill in Existing Culvert (Sand, Flowable Fill or Other)
* Furnish and Install New Riser Section for Existing 4’ Diameter Manhole Upstream of Culvert)
* Other required work:
* Relocate Existing NYSEG Utility Pole
* Furnish, Install and Remove Temporary Construction Access
* Temporarily Remove, Store, and Replace Existing Guide Rail Posts to Allow Access During Construction
* Clearance, Brushing and Grubbing of Rail Trail for Construction Access
* Furnish and Install ≈100 LF x 30’ Vertical of Steel sheeting on each Side of the Culvert, and Remove after construction is complete.
* Provide and Maintain Bypass Pumping Facilities (1 Week)
* We will also work on a NYSEFC Clean Water State Revolving Fund (CWSRF) project listing form so that the project can be put on the NYSEFC multiyear list at this time.
* This will allow for us to update this in the future and apply for CWSRF funding
* We will work with Judy to get this done
* Does not commit the Village to do anything now

1. **Sullivan Renaissance Community Impact Grant Application**

* Grant Application package forwarded to the Board by Mayor Ron on April 22 for the $400,000 project
* Scope complements the on-going theatre restoration work and provides nearby upgraded parking and access to the theatre and core Village area:
* St. John Street sidewalks
* Municipal parking lot upgrades
* Budget $400,000 with a $50,000 Village local share ($ and/or in-kind services)
* Grant application to be submitted prior to May 1.
* Vicky received comments on June 22 from Allison G. Cappella, Esq. Community Development Program Manager, Sullivan Renaissance.
* The new Community Impact Grant review timeline deadline is July 10, 2020 at 5:00 p.m. Finalized grants can be e-mails to Allison directly or dropped off at the CVI building.
* Helen worked with Vicky to address their comments.

5. **DPW Garage Site Remediation**

* No change since last month; June 2020 report pending from Aztech
* Sampling report March 2020 results; higher number in VW-8 closer to the well
* Last June 2019, levels were higher too, then went down in September and December 2019.

Observations of the laboratory analytical results are as follows:

* MTBE was not detected in any of the sampled monitoring wells at concentrations greater than the laboratory reporting limit. At monitoring wells MW-19, VW-6 and VW-7. These monitoring wells are located between the Village Garage and the production well and indicate that VOC’s have not reached the production well.
* VOC concentrations increased significantly at monitoring well VW-8. Seven (7) VOC compounds were recorded above the drinking water standard. Monitoring wells VW-8 is located approximately 320 feet north of the production water well,
* Total VOC concentrations decreased slightly at monitoring well MW-22A. The VOC concentration is the lowest since at least June 2016.
* Total VOC concentration has remained relatively unchanged at monitoring wells MW-22B. None of the compounds detected at monitoring well MW-28 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 of these wells have been steadily decreasing.
* Sent email to NYSDEC and Aztech on February 20 requesting an update on cost for remediation and an estimate for quarterly sampling work; no response.
* Based on March 2020 sampling; still seeing values near garage indicating contamination remains
* 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.
* Sill 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.

* We will work on this
* Use $125,000 as a target cost
* 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

* No change from last month
* 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.
* More Background:
  + NYSDEC has asked Aztech Environmental (AE) to look at the monitoring wells at the Tigers Den site and make a recommendation about which monitoring wells (for site contamination) to decommission.
  + A few of the wells are in the area between the Tiger’s Den site and the Village’s production well. The NYSDEC wanted AE to reach out to the Village and ask if the Village would like to have a few of these monitoring wells not decommissioned in case the Village may want to use them in the future.
  + The subject monitoring wells we are considering are MW-13s, MW-13D, MW-14 and MV-17. The well locations are depicted on a map.
* Questions asked by Delaware
  + If you don’t decommission these wells, would the Village have access to them? And if so, for how long?
  + Would the village assume any liability because they are still open?
  + Would the Village be responsible for closing them out?
* AE believes that it is likely the wells will be decommissioned if the Village determines they don’t have a need. AE emailed Keith Browne and Brian Weeks at the DEC to get affirmative answers to your questions. AE let Delaware/the Village know what they say.
* Does Village want to request that NYSDEC keep the wells (don’t decommission now) for possible future use by the Village?
* If we decide to pump at higher rates, would it may be prudent to monitor these wells to see if they are contributing? They would be down gradient of the well.

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

* No change from last month
* Have $100,000 SAM grant for well improvements
* At this time the Village is not planning to pursue a WIIA grant (60% possible) for this work and wants to seek SAM grants for the DPW garage site remediation
* The Village plans to apply the $100,000 towards electrical improvements and a possible new generator
* We conducted a site visit in May and are developing a work and cost spreadsheet with possible upgrades; Village decided to go with Option 1 - **upgrade the electrical service estimated to = $136,000.**
* **Judy submitted the cost summary to DASNY in October**
* DASNY requesting more information about the change in scope and cost from the Village; we prepared a response to the DASNY questions and provided to Judy on November 8 and a follow-up on January 15, 2020.
* Judy will follow-up with DASNY to see what else needs to be done before the Village can proceed with the design work.

1. **NYSDOH Water System Inspection/Cross Connection Control Program**

* No Change from last month
  + Have a draft of the CCCP- hard copy submitted today to the Village (Mayor, Trustees, Judy, Ken, Gary Silver) for review.
  + Background below:
  + November 14, 2018 NYSDOH letter summarizes October 19, 2018 inspection and requested that the Village develop a Cross Connection Control Program
  + We worked with the Village to develop a response/proposed plan – which was submitted to NYSDOH Monticello Office on March 6.
  + Glenn Illing – NYSDOH responded via email on March 6 accepting the proposed plan.
  + The letter is available for review
  + Upcoming Action Items
  + Delaware to refine the draft CCCP document and submit the draft to the Village for review. Invoice work under General Services Agreement.

**DISCUSSION – CHAPTER 35/SANITATION**

Attorney Silver said that the County does accept construction and demolition debris, however he feels that D.P.W. Supervisor should define what he would include under this term and what items should be prohibited.

Attorney Silver also said we will need criteria for dumpster pads.

The Board said they would invite D.P.W. Supervisor Lynn Barry to the next meeting

**CONSIDER VOTE ON NYSEG LED LIGHTING**

Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously carried to enter into a Streetlight Conversion Contract with New York State Electric and Gas (NYSEG) and authorize Mayor Stabak to execute any written agreement(s) that may be needed. The Village will pay half of the conversion cost now and the other half once the project is completed.

This will convert all SC-3 Cobra Head Street Lights to LED, with the Village’s preference being 3000k (yellow light). The Mill Street lights will not be included in this Conversion Contract.

Currently, it will convert street lights, parking lots will be done at a later date.

The Village will let NYSEG choose manufacturers equivalent for the lights rather than chose their own wattages.

The estimated annual savings will be $48,352.00.

**CONSIDER SOCIAL MEDIA POLICY**

This item will remain tabled until the Village receives the information requested from NYCOM.

Mayor Stabak said the Board was looking at a possible Social Media policy for the civilian employees as the Police Department already has a Policy.

**NEW CONSIDER TAXI LICENSES FOR FISCAL YEAR 2020/21**

**BUSINESS:**

**RESOL.#** Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously  **18-2020:** carried approving Resolution #18-2020.

WHEREAS, the applications for taxicab licenses (also known as Taxicab permits, such terms being intended to describe the license or permit described as a taxicab permit in the definitions provision in Article 1, Section 75-1 of Chapter 75 of the Village Code), having been submitted by the attached taxi company’s pursuant to the Village Code, such as Sections 75-1 75-1.1, and 75-2 of the Village of Liberty Village Code; and

WHEREAS, the Village Code provides that the existing taxicab permits expire annually on May 31; and

WHEREAS, due to the pandemic all permits for taxicab licenses were extended and expired on June 25, 2020;

WHEREAS, five medical taxi licenses and eleven taxi licenses for permits have been reviewed by the Village of Liberty Police and are now pending before the Village Board; now therefore be it

RESOLVED, that the Village Board of the Village of Liberty hereby issues taxicab permits (also known as a Taxicab license) for the annexed applicants (said taxicab license not to be confused with the taxicab driver’s license issued under Article II of Chapter 75 of the Village Code); and be it further

RESOLVED, that for reference purposes, the eight licenses/permits are for:

Mom’s Car Service - 1 Medical Licenses

ABC Limousine - 1 Medical Licenses

Sureway Taxi - #1, 3, 5, 8, 9, 11, 17, 18, 25, 29 and 30

We Care Travels - 3 Medical permits

**CONSIDER RATIFICATION OF INSURANCE CARRIER FOR 2020/21**

**INSURANCE COVERAGE**

**RESOL.#** Motion by Trustee Ferguson, seconded by Trustee Stoddard and

**19-2020**:unanimously carried approving Resolution #19-2020

**WHEREAS*,*** the Village of Liberty Board of Trustees approves insurance coverage with Agent Owen McKane, of The Reis Group;

**WHEREAS**, the 2020-2021 Insurance Carrier will be HCC/U.S. Specialty and will carry the Village’s Property, Crime, General Liability, Public Officials and Law Enforcement Liability, Auto, Inland Marine as well as an Umbrella Policy;

**NOW, THEREFORE BE IT RESOLVED*,*** the 2020-2021 Premium will be $175,898.01.

**CONSIDER CORRECTION OF ERRORS – LAND BANK PROPERTIES**

**RESOL #** Motion by Trustee Ferguson, seconded by Trustee Stoddard and unanimously

**20-2020:** carried approving Resolution #20-2020:

WHEREAS**,** the Board of Trustees of the Village of Liberty approves the Correction of Error Applications for the Land Bank Properties:

SULLIVAN COUNTY LAND BANK CORP

TAX MAP #104-2-22.1

SULLIVAN COUNTY LAND BANK CORP

TAX MAP #104-8-13

SULLIVAN COUNTY LAND BANK CORP

TAX MAP #108-9-5

SULLIVAN COUNTY LAND BANK CORP

TAX MAP #114-2-16

SULLIVAN COUNTY LAND BANK CORP

TAX MAP #114-4-7

WHEREAS, a clerical error exists which created a Village tax bill for each of these properties;

WHEREAS, real property of a Land Bank and its income and operations are exempt from all taxation by the State of New York and by any of its political subdivisions;

NOW, THEREFORE BE IT RESOLVED, that each of the above tax bills will be adjusted to reflect a zero balance.

**CONSIDER WWTP OPERATOR SCHOOL FOR AARON LOVE/MORRISVILLE**

Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously carried approving the Waste Water Certification at Morrisville State College for Waste Water Treatment Plant Employee Aaron Love. The registration details are as follows:

Basic Operations of Wastewater Treatment Plants – January 4 – 15, 2021 - Cost: $975.00

Basic Laboratory Procedures – January 25 – 29, 2021 –

Cost: $575.00

Activated Sludge Wastewater Treatment Process – February 1 – 4, 2021 Cost: $525.00

The programs will also require a hotel stay (Brae Loch Inn), meals and mileage.

**DISCUSSION OF LETTER FROM BOARD OF ELECTIONS RE: VILLAGE ELECTIONS**

The Board discussed the letter received from the Sullivan County Board of Elections regarding Village Elections which states that in 2021 Village’s will have to conduct the elections in their entirety without any help from the County or have the County Board of Elections conduct the them. If the Village choses to hold the elections themselves they will bear the complete cost. If we chose to have the County run the elections, the date will be moved to the same day and time as the general elections in November. The County in turn would be responsible for everything such as election inspectors, providing electronic machines, polling locations, printing ballots, legal notices and the results.

The Board discussed such things as cost, absentee ballots and office terms.

The Board said they would do some further research on this issue and continue discussions at the next meeting.

**CONSIDER APPROVAL OF SCHOOL RESOURCE OFFICER CONTRACT**

Motion by Trustee Stoddard, seconded by Trustee Wright and unanimously carried approving the Intermunicipal Agreement between the Liberty Central School District and The Village of Liberty for The School Resource Officer Program and authorizing Mayor Stabak to execute the agreement.

This agreement will be effective commencing with the start of the School Year in September 2020 and will expire June 2022.

Police Chief Kinne said due to the State Board we were tasked with changing the wording of the contract, which deals with a different delineation of duties.

**CONSIDER PROCLAMATION/RESOLUTION RE: 100 YEAR ANNIVERSARY OF WOMEN’S RIGHT TO VOTE**

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

**21-2020:** carried approving Resolution #21- 2020.

**100TH ANNIVERSARY OF WOMEN’S VOTE**

WHEREAS, the Village of Liberty recognizes the 100th Anniversary of the right to vote by women in the United States; and

WHEREAS, the passage of the 19th amendment, guaranteeing and protecting women’s constitutional right to vote in these United States was ratified by Congress on August 18, 1920; and

WHEREAS, after many years of struggling to be respected as equal citizens under the constitution, women’s voices became as important as men’s when it came to electing our government representatives;

NOW THEREFORE BE IT RESOLVED, that from the people who fought for the ratification of the 19th amendment to present day change-makers, the Village of Liberty salutes you.

**CONSIDER RATIFICATION OF VOTE - SULLIVAN COUNTY PAVING AND CONSTRUCTION INC. FOR MILLING AND PAVING SWAN LAKE ROAD, WEST LAKE AND LAKE STREET**

Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously

carried approving the expenditure of $69,470.00 to Sullivan County Paving and Construction Inc. (dba Morlyn Asphalt Corp) for the milling and paving of

Swan Lake Road, West Lake and Lake Street.

This expenditure falls under N.Y.S.O.G.S. – State Bid – Group 31502 – IFB – 23148 – PC68564.

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

**COMMENT:**

Jim Gordon (Lake Street) asked about the 2020 Village Elections.

Mayor Stabak said that they have been rescheduled to September due to COVID.

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

**COMMENTS:**

Mayor Stabak discussed the Sanitation Fund and the need for a garbage truck in the not too distant future.

Trustee Mir questioned the shrubs and trees that were taken down along Willow Lane and not removed. He said he would follow up with D.P.W. Supervisor Lynn Barry tomorrow.

Trustee Stoddard said the Village is starting to look real good; however there are a couple of store fronts that need addressing. She said she would take to Code Enforcement Officer Pam Winters about them tomorrow.

Trustee Wright said he would like to see the North Delaware Road sign cleaned up, it is currently covered by trees.

Trustee Ferguson gave an update on the Land Bank, which included the following:

* A closing was held on 5 Marion Avenue
* A gentlemen is in contract for the one on Balsam Avenue (he currently owns the tap house on Lake Street)
* An applicant was selected at the last Land Bank meeting for 48 Yaun Avenue and it has been awarded. It is now moving through the closing process.
* Thanked D.P.W. Supervisor and his crew for all the help at the 91 Chestnut property (known as the Spanish Castle).

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

**OF BILLS**

**FOR PYMT:** Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously carried approving Post Audit Voucher #85 to Voucher #91 in the amount of $377,824.13.

BILLS FOR PAYMENT

Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously carried approving Voucher #92 to Voucher #153 in the amount of $352,972.69

FLOWER FUND

Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously carried approving the following bill for payment from the flower fund:

Everlasting Springs - $1,500.00

**EXECUTIVE** Motion by Trustee Stoddard, seconded by Trustee Wright and unanimously

**SESSION**: carried to go into Executive Session at 8:45 p.m. discuss a personnel matters in the D.P.W. and the Code Enforcement Office as well as Attorney Advice.

Motion by Trustee Stoddard, seconded by Trustee Ferguson and unanimously carried to come out of Executive Session at 9:24 p.m.

**CONSIDER SIDE LETTER AGREEMENT WITH CSEA AND RAY RUPERT (EMPLOYEE #410)**

Motion by Trustee Wright, seconded by Trustee Stoddard and unanimously carried approving the Side Letter Agreement with CSEA and Raymond Rupert (Employee #410) and authorizing the Mayor to sign it on condition that the signature of Ray Rupert is acknowledged.

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

**THE MEETING WAS ADJOURNED AT 9:46 P.M.**

**RESPECTFULLY SUBMITTED,**

**JUDY H. ZURAWSKI**

**CLERK-TREASURER**

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