



# Town of Tusten Town Board Meeting

## Regular Meeting Agenda

April 9, 2024

6:30 PM

Tusten Town Community Hall & Zoom ID 890 1678 4280

### 1 **OPENING ITEMS**

#### 1.1 **Call Meeting to Order**

#### 1.2 **Pledge of allegiance**

#### 1.3 **Announcements**

Saturday April 20, 2024

- 10am – 2pm Litter Pluck with Narrowsburg Beautification
- 9am – 2pm Town Clean Up Day & Electronic Collection

#### 1.4 **Payment of Bills**

<b>Fund Acct</b>	<b>Ck Acct Disburse</b>
General	\$38,968.54
Highway	\$162,502.43
Water	\$14,943.20
Sewer	\$16,046.88
Lighting Dist.	\$1,576.40
Escrow Accts	-
Capital General	-
Capital Highway	\$11,067.42
Capital Water	\$101,979.71
<b>TOTAL</b>	<b>\$347,084.58</b>

### 2 **DIVISION REPORTS**

*Some reports have been sent to the board in advance of the meeting, therefore they are not read out loud at the meeting; copies of all reports may be obtained at the Town Clerks Office*

# Town of Tusten

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### **2.1 Highway Dept.** – *Submitted by Highway Superintendent Don Neiger*

- Used 649.1 gal of diesel fuel; 593.7 gal was for highway and 55.4 was non highway use.
- Used 200.7 gal of gas; 2 was highway and 198.7 was non highway use.
- Patch holes on dirt and paved roads.
- Removed trees in road way from storms.
- Replaced pipe on Lake Ridge. Ditch Humphrey. Ditching Bear Run and Perry Pond to get ready to pave.
- Graded dirt on Mahl's Pond, Lake Ridge, and Hankins Road.
- Mowed brush on right of ways.
- Started to get summer equipment ready.
- Started sweeping roads for spring

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## 2.2 Narrowsburg Water & Sewer District - Submitted by NWS Dept.

FINANCIAL REPORT FOR MARCH 2024	
<b>Narrowsburg Water</b>	
Water Metered Rent	\$ 6,141.29
Service Charge	\$ 1,175.94
Water Penalty	\$ 520.79
<b>TOTAL RECEIVED</b>	<b>\$ 7,838.02</b>
<b>Narrowsburg Sewer</b>	
Sewer Rent	\$ 444.80
Service Charge	\$ 50.00
Sewer Penalty	\$ -
<b>TOTAL RECEIVED</b>	<b>\$ 494.80</b>
<b>GRAND TOTAL</b>	<b>\$ 8,332.82</b>
Jocelyn Strumpfler Water & Sewer Clerk	

## 2.3 Building Department/ Code Enforcement - Submitted by Building Dept.

### Town of Tusten Building Inspector's Report MARCH 2024 Monthly Report

Construction Inspections – 23

Fire & Safety Inspections – 0

Complaint/Violation Inspections – 0

Certificate of Occupancy Issued – 0

Certificate of Compliance Issued – 9

**Total Permits Issued – 3**

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New Homes – 1  
Renovation/Alteration/Addition – 0  
Chimney/Fuel – 0  
Acc Bldg Comm – 0  
Ren/Alt/Addition – Comm Const - 0  
Deck – 0  
Demolition Permit – 1  
Electrical – 1  
Mechanical – 0  
Plumbing – 0  
Roof Replacement – 0  
Septic Permits – 0  
Sign Permit – 0  
Well – 0

Accessory Building/Garage – 0  
Camping - 0

New Comm Const – 0

Commercial Deck - 0  
Driveway Permit – 0  
Logging Permits – 0

Pool/Hot Tub – 0  
Roof Structure - 0  
Sidewalk - 0  
Solar Permit – 0

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Permit Renewals - 0  
Flood Plain Permit – 0  
Abstracts/Violation Search – 8

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Dangerous and Unsafe Building – 0  
Complaints Received – 0  
Violations Issued – 0  
Previous Violations Closed/Corrected – 0

Complaints Closed – 0  
Violations Corrected – 0  
Stop Work – 0

Monies collected by this office from March 1, 2024 to March 31, 2024 are \$2,056.00

Code Enforcement Officer/Building Inspector and Clerk attended 24 hours in-service annual training in Lake Placid, NY.

Respectfully,  
Jim P Crowley, Building Inspector  
JPC/js

### **2.4 Assessor Submitted** - *by Acting Assessor Peg Harrison*

Assessor's report for April 2024

The deeds, address changes and bank codes were updated. March 1<sup>st</sup> begins the revaluation of property that has been improved and/or is under construction in some form. Inspection, measuring and documenting the properties were completed. Files are in process of being updated and the tentative roll will be submitted next week.

Respectfully submitted,  
Margaret Harrison  
Acting Assessor

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### **2.5 Upper Delaware Council** –*by Submitted by Evan Padua*

-April 19 is the deadline for River and shoreline clean up grants. Please submit an application if Tusten is interested.

- April 19 is the deadline to reserve your spot at the 175th celebration of the Roebling Aqueduct, which will take place on 4/27. Contact Laurie at the UDC if you're interested in attending

-April 25 there will be a public hearing at 5 pm at the Narrowsburg Union regarding the Skinners Falls Bridge, Public welcome and encouraged to attend.

-May 2 at our next full UDC council meeting, NYCDEP's Jen Garigliano will be updating us on the Delaware Basin Aqueduct repair.

-The National Canoe and Safety Patrol is looking for volunteers.

-NPS is looking for Wear It volunteers to count PFD users on the Upper Delaware.

-The Delaware River Basin Commission will be posting two jobs shortly, one Data Scientist, and an Executive Director Position.

### **2.6 Tusten Energy Committee**

### **2.7 Conservation Advisory Council**

### **2.8 Water & Sewer Committee** -*Submitted by Kevin McDonough*

The WS Committee met Monday, April 8.

In attendance: Supervisor Ben Johnson. Asst. Supervisor Jane Luchsinger, Board Members Greg Triggs, Cass Collins and Committee Chair Kevin McDonough as well as Craig Snedecker and Dave Bunce from the WS Dept. and WS Clerk Jocelyn Strumpfler.

Bills reflecting the new sewer rates were mailed to WS district customers on April 1.

A fifty-year-old generator at the sewer plant malfunctioned, requiring manual pumping for most of a working day. With the generous assistance of resident John Connelly, Building Inspector Jim Crowley had the generator up and running again. He advised us that parts are increasingly hard to find. Committee recommended that Craig pursue bids for a new generator.

The committee recommends that the Town Board formally thank John Connelly for his assistance in this matter.

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Craig S and Dave B expressed some concern about the time required to complete the EPA's mandated lead pipe inventory by its October deadline. Jocelyn to assist Craig in the matter and the committee will revisit progress in May.

Committee agreed to Dave B's request to change hours of WS Dept staff to run from 6 a.m. to 2:30 p.m.

Committee agreed to Dave B's suggestion that Craig S be promoted to the position of Lead Water Operator Position. Committee makes that recommendation to the Town Board.

Dave will pursue the acquisition of a storage container to replace the dilapidated structure on the flats.

### **2.9 Building Committee**

### **2.10 Grants**

### **2.11 Tusten Youth Commission**

The Sullivan County Division of Planning, Community Development and Environmental Management is responsible for the creation of programs that foster orderly development and redevelopment of the County's physical infrastructure in a manner that conserves natural resources while providing economic opportunity for area residents. Of the \$150,000 for County Programming, Tusten Youth has been allocated \$27,500 for the following programs. The Executive Legislature meets on April 18, 2024 for the final award.

- Holiday Celebrations \$7,500
- Museum & Historic Experience \$1,500
- Summer Art & Garden Club \$1,500
- Tusten Recreation Program \$10,000
- Unplugged \$2,000
- Winter Fun \$2,000

## **3 PUBLIC COMMENT**

*10 minutes will be given for public comment. Please keep your comments directed to the board.*

# Town of Tusten

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### 4 **OLD BUSINESS**

#### 4.1 **Mowing Bids**

Bidder	Non-Collusion	Water Sewer Mowing	General Town Mowing	TOTAL
Welcut LLC	YES / NO	\$	\$	\$
Nicholas Gries	YES / NO	\$	\$	\$
Jeremy DeGori	YES / NO	\$	\$	\$

#### 4.2 **Highway Stone Bids**

Bidder	Non-Collusion	Brown	Grey
Jen Rutledge Material	YES / NO		
Callanan Industries Inc	YES / NO		
Aden Mining & Materials	YES / NO		
Deckelman LLC	YES / NO		

#### 4.3 **Highway Sand Bids**

Bidder	Non-Collusion	Crusher Run	R-3, 6-S	AASHTO #57
Jen Rutledge Material	YES / NO			
Callanan Industries Inc	YES / NO			
Grosso Materials Inc	YES / NO			
Deckelman LLC	YES / NO			

#### 4.4 **Multigeneration Park -**

- Authorize Supervisor to have the park surveyed
- Portable Restrooms

All rentals are billed on a 28-day cycle and come with ONE weekly cleaning

Company	Afford a Potty		Reeves	Lang
Regular Unit	\$257.00		\$168.00	\$175.00

# Town of Tusten

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<b>ADA Unit</b>		\$327.00	\$270.00	\$525.00
<b>Total Rental Cost</b> (28 Day Cycle)	\$636.00		\$438.00	\$700.00
<b>Extra Cleaning Fee</b>	127.00*	160.00*	\$150.00	\$225.00
<b>Total Extra Cleaning Fee</b>	\$287.00* <b>\$ 312.83</b>		<b>\$150.00*</b>	<b>\$225</b>
<b>Special Notes</b>	*Environmental disposal Fee 9%		One time drop off fee \$75 *Two week notice for extra cleaning	

➤ Playground Mulch Quotes recieved

▪ Mulch Mart	\$29.00 per Yard	200 Yards	\$5,800
▪ BVI Got Mulch	\$22.25 per Yard	200 Yards	\$4,450
▪ Throop Landscape	\$35.00 per Yard	210 Yards	\$7,350

#### 4.5 Gardener

Motion Hire Leigh Allison as the Gardener at a pay rate \$30.00/ hour

#### 4.6 Street Lights

93 Main Street Parking Lot Quote received from NYSEG

#### 4.7 Narrowsburg Water & Sewer

- Motion to promote Craig Snedeker to lead operator for the Narrowsburg Water & Sewer District at a pay rate of \$26.90/hr as per union contract
- Kirk Road Generator Discussion
- Authorize & direct the NWS Lead Operator to obtain quotes for a generator at the Sewer Plant

#### 4.8 Town Hall Building

Smell in the bathroom & Kitchen

Water coming into the kitchen and hall from outside and boiler room

#### 4.9 Open Space Contract

Authorize the Supervisor to sign the contract for open space with MJ engineering upon positive review of Ken Klein



# Town of Tusten

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### 4.10 Official Depository

Add Jeff Bank as an official Depository, create the following accounts with the authorized signors:

Create Account	Authorized Signors	Online Access
General Fund	Bernard Johnson, Jane Luchsinger	Kelly Agar, Bernard Johnson
Highway Fund	Bernard Johnson, Jane Luchsinger	Kelly Agar, Bernard Johnson
Water Fund	Bernard Johnson, Jane Luchsinger	Kelly Agar, Bernard Johnson
Sewer Fund	Bernard Johnson, Jane Luchsinger	Kelly Agar, Bernard Johnson
Town Clerk	Crystal Weston, Leigh Delaney	Crystal Weston, Kelly Agar
Tax Collector	Crystal Weston, Leigh Delaney	Crystal Weston, Kelly Agar
Code Enforcement	James P Crowley, Bernard Johnson	
Justice Padu	Klu Padu, Bernard Johnson	
Justice Casey	David Casey, Bernard Johnson	

## 5 **NEW BUSINESS**

### 5.1 **Animal Control Officer**

\*Met with the NYS AG & Markets Animal Health Inspector to review procedures and the current status of the Towns 24-hour shelter. A few items need fixing prior to further use of the facility

- Repair /Remove Mold areas
- Repair Seal the Floor especially areas that have are cracked or brittle
- Clean up of the exterior to allow for better access
- Washable walls and trim\* within the dog kennel area

\*ACO Peter DeAngelis & Deputy ACO Liette DeAngelis are requesting authorization to attend the 12<sup>th</sup> annual DCO/ACO conference in Guilderland NY November 6 & 7, 2024.

Early Registration is \$100 per person (2)

Rooms are \$129/night (3 nights)

### 5.2 **Liquor License 30 Day Advance Notice**

- Big Eddy Brewing Company \*New Application
  - Bar/ Tavern located at 93 Main Street \* Liquor, Wine, Beer & Cider with indoor & outdoor areas
- Blue Fox \*Alteration / Addition

# Town of Tusten

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- Requesting a support letter for temp summer food truck to serve brunch and alcohol & waiver

### 5.3 Budget

- Create Budget Lines & Modify Budget  
A6989.51 Jane Luchsinger for Grant Work

A8010.1 Zoning Clerk Payroll

A8020.1 Planning Clerk Payroll

Decrease	Amount	Increase	Amount
A 6989.1	\$500.00	A 6989.51	\$500.00
A 8010.4	\$500.00	A 8010.1	\$500.00
A 8020.4	\$500.00	A 8020.1	\$500.00
<b>TOTAL</b>	<b>-\$1,500.00</b>	<b>TOTAL</b>	<b>+\$1,500.00</b>

- Budget Corrections

Title	Current Code	Correct Code
1 <sup>st</sup> Deputy Town Clerk	A 1410.2	A 1410.12
2 <sup>nd</sup> Deputy Town Clerk	A 1410.3	A 1410.13
3 <sup>rd</sup> Deputy Town Clerk	<i>blank</i>	A 1410.14
Building Maintenance	A 1620.2	A 1620.12
Safety Insp Clerk	A 3620.1C	A 3620.12

### 5.4 Revenue Anticipation Note

### 5.5 Executive Session

To discuss the employment history of a particular individual.

### 5.6 TBD

### PUBLIC COMMENT

*10 minutes will be given for public comment. Please keep your comments directed to the board.*

### CLOSING ITEMS

**Board Comment**

**Meeting reminder**

**Adjournment**