



Town of Tusten Town Board Meeting

Regular Meeting Minutes
February 14, 2023
6:30 PM

Venue: Zoom ID # 890 1678 4280; Tusten Town Community Hall, 210 Bridge Street, Narrowsburg, New York

1.1 Call Meeting to Order

Supervisor Johnson called the meeting to order at 6:30 PM

1.2 Pledge of Allegiance

Supervisor Johnson led the pledge of allegiance

1.3 Announcement

DMV will be at The Tusten Community Hall on Tuesday Feb. 21, 2023 10 am – 3 pm

1.4 Payment of Bills

Authorization to pay the bills as presented:

January 10th Meeting

Fund Acct	Ck Acct Disburse
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General	\$329,240.73
Highway	\$170,733.22
Water	\$26,274.62
Sewer	\$115,849.70
lighting dist	\$0
escrow accts	\$0
TOTAL	\$642,098.27

2 DIVISION REPORTS

2.1 Highway Dept. – submitted by Highway superintendent Donald Nieger

- Used 1053.9 gal of diesel fuel 958 gal was for highway and 95.9 was non highway use.
- Used 180 gal of gas 0 was highway and 180 was non highway use.
- Patched holes on dirt and paved roads.
- Removed trees in road way Ackerman, Irishtown, Swamp Pond, Woodoak and Perry Pond.

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- Made sand salt mix for winter.
- Worked on ice conditions on several roads.
- Repaired trucks after storms.
- Out for slippery road conductions most of the time.
- Repaired wash out on dirt roads Mahl’s Pond and Bear Run.

2.2 Narrowsburg Water & Sewer District – Submitted by NWS District & Clerk

- Tested wells and sewer plant daily to ensure the drinking water and wastewater quality met federal and state standards. Adjusted as needed.
- Completed monthly drinking water sampling, wastewater sampling, reporting for the DOH and DEC.
- Did water meter readings every Wednesday in the month of January and contacted home and building owners with unusually high water use to help them track leaking pipes or fixtures.
- Koberlein pumped-out and cleaned sludge from the dosing tanks at the sewer plant.
- Shut water off and removed water meter for 1 home.
- Got 27 loads of filter sand delivered to the sewer plant from Whibco. Highway helped push up the piles.
- Responded to an afterhours power outage. Made sure wells, pump stations, and plant were operating.
- Painted floor at Well #2.
- Had a Standard Operating Procedure class with NYWRA.
- Had a grinder station alarm on Main St due to pump not working. Koberlein found a bad start capacitor and replaced it.

NARROWSBURG WATER & SEWER	
-	
FINANCIAL REPORT FOR JANUARY 2023	
Narrowsburg Water	
Water Metered Rent	\$ 31,031.56
Service Charge	\$ 417.52
Water Penalty	\$ -
TOTAL RECEIVED	
\$ 31,449.08	

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Narrowsburg Sewer	
Sewer Rent	\$ 21,343.94
Service Charge	\$ 44.74
Sewer Penalty	\$ -
TOTAL RECEIVED	
	\$ 21,388.68
GRAND TOTAL	
	\$ 52,837.76
Jocelyn Strumpfler Water & Sewer Clerk	

2.3 Building Department/ Code Enforcement – Submitted by Code Dept.

JANUARY 2023 Monthly Report

Construction Inspections – 12	Complaint/Violation Inspections – 0
Fire & Safety Inspections – 0	Certificate of Compliance Issued – 3
Certificate of Occupancy Issued – 0	

Total Permits Issued – 10

New Homes – 0	Accessory Building/Garage – 0
Renovation/Alteration/Addition – 2	Camping - 0
Chimney/Fuel – 0	
Acc Bldg Comm – 0	New Comm Const – 0
Ren/Alt – Comm Const - 1	
Deck – 0	Commercial Deck - 0
Demolition Permit – 0	Driveway Permit – 1
Electrical – 3	Logging Permits – 0
Mechanical – 1	Permit Renewals – 0
Plumbing – 0	Pool – 0
Roof Replacement - 1	Roof Structure - 0
Septic Permits – 1	Sidewalk - 0
Sign Permit – 0	Solar Permit – 0
Well – 0	

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Flood Plain Permit – 1

Abstracts/Violation Search – 8

Dangerous and Unsafe Building – 0

Complaints Received – 0

Complaints Closed – 0

Violations Issued – 0

Violations Corrected – 0

Previous Violations Closed/Corrected – 0

Stop Work – 0

2022 US Census Bureau Report Submitted

Monies collected by this office from January 1, 2023 to January 31, 2023 are \$3,701.20.

Respectfully,

Jim P Crowley, Building Inspector

JPC/js

2.4 Assessor

For December Sullivan County Assessors' Association meeting was combined with Orange and Ulster Counties for a Holiday get together which I attended.

A few deeds and address changes received after the submission of the tax roll for the January bills were updated and submitted in early December for name and address purposes only.

Letters were mailed to the Aged Exemption taxpayers with their renewal forms before year end.

January Sullivan County Assessors' Association meeting was attended by Peg as I was unavailable that day. The new law requiring two notifications for all residential properties before March 1st was the hot topic. Fortunately, the wording on our School Tax bills and Town/County bills seems to cover the requirement. Some towns are mailing out post cards to cover this and we have avoided this expense.

Exemptions still processed by my office have been coming in and will be processed for the May 1st tentative roll. Calls following the mailing of the tax bills have been minimal.

2.5 Upper Delaware Council

No report at this time.

2.6 Tusten Energy Committee – Brandi Merolla

Tusten Energy Committee Report February 2023

HORSE

The NYS Comptroller's office has approved the DEC Continuation Grant for the Tusten HORSE for \$200,000.

Soft Plastic

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The TEC has ordered our 7th TREX bench and this time it will be dedicated to the memory of Glenn Swendsen and placed in Tusten. More details to come this spring.

LED Streetlights

We have confirmation that the 6 LED pendant lights will be installed between February 15-22.

Brandi Merolla
TEC Chair
2/13/23

2.7 Conservation Advisory Council February, 2023

Committee continues to meet monthly.

A lecture series is being arranged to take place in the library. Dates will be March 16, April 13, and another TBD. Topics to be discussed are:

1. Health Advantages of Open Space
2. Tray Talley from the Delaware Highlands Conservancy will be speaking. Topic:TBD

We are in the process of gathering overlay maps to visually see the open space areas as we explore the best ways to protect our open space and best ways to utilize these spaces in the future.

Mission Statement

The mission of the Tusten Conservation Advisory Council (CAC) is to advise the Town Board in the development, management, and protection of the town's natural environmental resources, and be active in the development of an open space plan as it relates to the open space inventory. CAC will address recommendations of the comprehensive plan as appropriate and promote public awareness as it pertains to environmental resources therein.

2.8 Zoning Update ➤ In Progress

2.9 Water & Sewer Committee

The Water/Sewer committee met February 13 at 8:00 am.

1. An update of the School Street main was reviewed. We will need to install several valves to prevent a greater problem in the future.

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2. Acting Superintendent Dave Bunce is working with RCAP to address the sewer rates and adjust them to adequately reflect the departmental expenses.
3. Wells #1 and #3 need new meters and valves. A total of 2 meters and 3 valves are being ordered.

2.10 Grants Report – Jane Luchsinger

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1. 2023 UDC grant to update zoning - midterm report being submitted Friday Working with Coders to get current zoning regulations on our website.
2. Little Lake Erie Culvert – Schumaker Engineering and NYS Department of Transportation are coordinating this project. Electric pole will be moved to make way for temporary bridge
3. Water infrastructure project – The project continues to be coordinated by Delaware Engineering. Survey for water tower has been completed.
4. Applying for a Sullivan 180 Municipal partnership grant for a pavilion for the Multigenerational Park on the Flats.
5. Applying for a Sullivan 180 grant for a technical assistance grant to work on space allocation for staff and Town Hall.
6. Applying for a Sullivan 180 grant for technical assistance to design and print a CAC brochure.
7. Just learned we did not receive the County grant for pavilion.... determined that municipalities are not eligible.

Submitted by:
Jane Luchsinger

3 PUBLIC COMMENT

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

4 OLD BUSINESS

4.1 Part Time Office Clerk

Authorize to create the position titled Office Clerk, duties to be clerk to Planning & Zoning Boards/Depts.

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4.2 Amend 2022 Compensation Schedule

Authorization to Amend the 2022 Compensation Schedule from

Planning Clerk / ZBA Clerk \$50 per meeting

TO

Office Clerk (duties of PB & ZBA Clerk) at \$18.00/hour

4.3 HORSE Grant

Authorization to _____

4.4 210 Bridge Street

Authorization to obtain an appraisal for 210 Bridge Street Building

4.5 TBD

5 NEW BUSINESS

5.1 Authorization to Hire

Authorization to hire Amy Lohmann to the part time position of Office Clerk at the pay rate of \$18/ hour with the duties of clerk to Planning & Zoning boards

5.2 Email Accounts

Purchase email licenses for Zoning and Planning Members \$96.00 ea.

5.3 MEO Part Time Position

Authorize the Highway superintendent to advertise for a part time MEO position.

5.4 NYCLASS

Authorization to open CD accounts through NYCLASS

5.5 TAG Authorization

Authorization to apply for the 2023 UDS TAG

5.6 BONDS FOR CULVERT PROJECT

Authorization to seek & obtain bonds for the Little Lake Erie Culvert Project

5.7 GASOLINE & DIESEL

Town of Tusten shall hereby accept bids for Gasoline & Diesel to be received by March 13, 2023 at 3:00 PM

5.8 Sand & Stone

Authorize the Superintendent of highway to accept bids for Sand & Stone to be received by March 13 at 3:00 pm

5.9 February Budget Modifications

Authorize the following Budget Modifications for February 2023

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Increase expense		
A6989.8	ARPA	\$68,500.00
Decrease Income		
A4960	Federal Aid	\$68,500.00

5.10 Attorney Fees

Authorize to pay Ken Klein monthly or quarterly as billed for attorney fees for an amount not to exceed \$18,000 per year

5.11 TBD

6 PUBLIC COMMENT

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

7 CLOSING ITEMS

7.1 Board Comment

7.2 Meeting reminder

Planning Board Meeting February 28, 2023 7:30 PM

NWS Committee Meeting Monday March 6, 2023 8:00am

ZBA Monday March 13, 2023 7:30 pm

Town Board Agenda Workshop Tuesday March 7, 2023 6:30 PM

Town Board Regular Meeting Tuesday March 14, 2023 6:30 PM

7.3 Adjournment