



Town of Tusten Town Board Meeting

Regular Meeting Agenda

Zoom ID: 890 1678 4280

February 9, 2021

6:30 PM

1 OPENING ITEMS

1.1 Call Meeting to Order

1.2 Pledge of allegiance

1.3 Announcements

1.4 Payment of Bills

Fund Account	Amt.
General Fund	\$ 323,121.72
Highway Fund	\$ 187,579.57
Water Fund	\$ 24,483.20
Sewer Fund	\$ 26,419.79
TOTAL	\$ 561,604.28

2 DIVISION REPORTS

2.1 Highway- January 2021

- Used 1682.3 gal of diesel fuel 1536.7 gal was for highway and 145.6 was non highway use.
- Used 304.1 gal of gas 31 was highway and 273.1 was non highway use.
- Patched holes on dirt and paved roads.
- Stock piled salt for winter. Made sand salt mix for winter.
- Cut trees on Delaware Dr, Ackerman Rd
- Serviced equipment for winter.
- Repaired wash outs on Ackerman Rd and Grassy Swamp Rd.
- Out on snow related issues most of the time.
- Cleaned snow from around town and intersections.

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2.2 Water & Sewer

- Completed monthly drinking water and waste water sampling and reporting.
- Completed annual sodium, nitrate, and Primary Inorganic Chemical sampling and new quarterly PFOA, PFOS, 1,-Dioxane sampling due to new requirements from New York Department of Health.
- Exercised generators at Well #1 and Kirk Rd pump station.
- Shoveled around fire hydrants and plowed driveways after snow storm.
- Inspected the grinder and pump stations that were accessible.
- Fixed two sewer main cleanouts.
- Put away 30" and 15" PVC lids delivery from Koberlein for the septic tank lid replacement project.
- Fixed a broken curb valve on Bridge St with help from the Highway Department.
- Replaced 3 water meter radio heads and one water meter base.
- Took one final water meter reading.
- Unloaded a chlorine and caustic soda delivery from Slack.
- Replaced a barrel of caustic soda at Well #1.
- Picked up 80' of 30" culvert pipe from Highway Department for the septic tank lid replacement project.
- Helped Koberlein pump and cleanout the dosing tanks at the sewer plant.

Monthly Report

FINANCIAL REPORT FOR January 2021	
Water Metered Rent	\$7,079.24
Service Charge	\$254.74
Water Penalty	\$0.00
TOTAL RECEIVED WATER DEPARTMENT	\$7,333.98
Sewer Rent	\$18,795.29
Service Charge	\$1.50
Sewer Penalty	\$0.00
TOTAL RECEIVED SEWER DEPARTMENT	\$18,796.79

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GRAND TOTAL	\$26,130.77
Kelly Agar/Jocelyn Strumpfler Water & Sewer Clerk	

2.3 Building Department/ Code Enforcement- January 2021

- Construction Inspections - 17

- Fire & Safety Inspections - 0
- Complaint/Violation Inspections - 0
- Certificate of Occupancy - 0
- Certificate of Compliance - 10

- Building Permits - 13
- New Homes - 1
- Accessory Building/Garage - 0
- Renovation/Alteration/Addition - 3
- Camping - 1
- Chimney/Fuel - 0
- Accessory Building Commercial - 0
- New Commercial Construction - 0
- Renovation/Alteration - Commercial Construction - 0
- Deck - 0
- Demolition Permit - 0
- Driveway Permit - 2
- Electrical - 2
- Logging Permits - 1
- Mechanical -
- Permit Renewals - 0
- Pool - 0
- Roof Replacement - 0
- Roof Structure - 0
- Septic Permits - 2
- Sidewalk - 0
- Sign Permit - 0

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- Solar Permit - 0
- Well - 1
- Flood Plain Permit - 0

- C/O and violation search - 12

- 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

Clerk attended training on 1/11/2021 on Connect Explorer (New County Based Program); Building Inspector and Clerk attended training on 1/15/21 Ethics and Enforcing the Code and 1/15/21 Prescriptive Residential Wood Deck Construction and on 1/19/21 Working with Elected Officials and Understanding Everyone's Role in Planning.

Monies collected by this office from January 1, 2021 to January 31, 2021 are \$4,415.90.

Respectfully,
Jim P Crowley, Building Inspector
JPC/js
Attached is a copy of the Building Monthly Report

2.4 Assessor - January 2021

For the month of January many calls were received about undelivered tax bills. Initially help was given through taxlookup, but when there was a problem identified and the Tusten information was removed, I could no longer help and had to refer them to Crystal.

The Sullivan County Assessors' Association met via ZOOM. Most notable information was that we may no longer be able to convert basic STAR or enhanced STAR for those turning 65 this year. This will have to be done through the Department of Taxation as a STAR rebate check. Final say on this issue will be

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available when the NYS budget is adopted in April. We received our analysis of sales numbers to set the 2021 Level of Assessment, Equalization Rate and Residential Assessment Rate. The numbers allowed us to select a rate of 51%. It was expected that the level of assessment would drop as home prices had appeared to increase during the recent months. Our 2020 Equalization Rate was 52.75% and the change to 51% will only raise the calculated market values of properties printed on the tax roll and tax bills by a small amount – approximately \$4,600 on a property with a \$100,000. assessed valuation. We had a similar raise this past year which did not cause many complaints to be voiced.

Much time was spent on improving my home work space for the coming assessing season. In 2020 I started working only from home and did not have set ups for proper filing of different projects as they had been filed in the Town office. I have sorted files that I no longer need at home and have arranged work papers in parcel number order so they can be filed away in the town office cabinets. This would have been completed the end of January, but I met with a lovely new door to the Town Hall which also has a new lock!! Entrance denied. We will work on the files in February when we will also pull the rest of the files needed for the building permits and inspections that I will be doing in March.

Ken Baim,

Sole Assessor

2.5 Upper Delaware Council

UDC's monthly meeting was held virtually via Zoom at 7:00P 2/4/2021 There was no presentation, as Adam Bosch from NYC DEP had a conflict. His presentation on safety issues with the reservoirs will be rescheduled.

UDC's 2021 Litter sweep. There will be a zoom meeting on Wed February 17, 2021 at 6:00PM which you can attend via this link <https://zoom.us/j/98243342827> This meeting is for those who have volunteered to be a Litter leader or those who would like to volunteer to participate, or for those who would like to know more. The Litter Leader for Tusten is UDC Alt Rep Evan Padua. This event will be held in April, on the week preceding Earth Day.

TMR Boat Launch; Evan Padua is following the progress of this project. Following is his report;
The basic facts of the TMR launch are as follows.

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Installing a 8ft x 40ft concrete boat ramp on the upstream side of the existing access. Cost Quote including labor is \$76,833.80

The Boy Scouts of America and National Park Service are following along and so far, in support of the plan. We are waiting for engineers to solidify their plans and communicate with the UDC so we can allocate funding properly to pay for the project.

Evan provided blueprint of the project, which I can forward to anyone who is interested.

My email is suesul1941@gmail.com. Or you can contact Evan.

GIS Mapping of the River Corridor

this is an ongoing NPS/UDC project in conjunction with Shippensburg University. Cody Hendricks, NPS Planner, and Shannon Cilento, UDC Planner will be involved in this project, Progress and status will be further discussed at UDC's project review committee this month. At some point, this mapping tool will be available to Town Planning/Zoning Boards, and residents.

Feagles Lake Subdivision

UDC Planner Shannon Cilento is attending Planning Board meetings and providing input as needed. UDC appreciates that Tusten involved UDC from the beginning.

Project Review Workbook 2.0 This new version of the UDC's Project Review Workbook was rolled out virtually on Jan 23, and 48 people attended. I had a work conflict, so was not on that call. The video is now available on the UDC's website.

UDC Annual Code Enforcement Review; Shannon will be sending requests to Code Enforcement Department for this year's data, with a February due date.

Skidders Falls Bridge; Laurie has been invited to join a Project Advisory Committee to discuss alternatives on the repair, preservation, or ? of this historic Bridge. She will keep us updated.

Of interest;

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TMR Scout Museum Webinars Feb 18, 7:00PM on D& H Aqueduct and March 11, on the Battle of Minisink

Black History Month on UDC's FB Page. I suggested Shannon and Ashley check out the history of Luxton Lake, which they were happy to know about

From DRBC; as part of their Climate Change initiatives, they offer scholarships for H.S. science teacher, see DRBC website

2.6 Energy Committee

HORSE Status Report

A hauler left Seattle towing our HORSE on January 15 and arrived in Narrowsburg at the Highway Barn site on January 20.

On January 21, the Tusten Highway Department leveled the ground where the HORSE (a shipping container) was going to be placed. **Prestige Towing** offered to lift the 15,000-pound HORSE unit off the truck and onto the ground for **FREE** as a gift to our town. Scott Porter and Sean Harrington placed the five 10' pressure treated railroad ties beneath the unit to have it off the ground. Many thanks to all who helped place the HORSE! Jennifer and Scott Porter's proposed food scrap digester has been realized after 2 years of hard work by the TEC with a fully funded DEC grant.

TEC Meeting 1/25/2021 In attendance: Jen & Scott Porter, Coryanne Mansell, Brandi Merolla, Star Hesse, Jill Padua.

The HORSE will be operational this spring after all volunteer operators are fully trained and certified. Tusten food merchants and restaurants have mostly all been trained how to collect and when to deliver their lidded buckets of food scraps once operational. 40% of all food in the U.S. is wasted and thrown in the garbage. The HORSE will take that waste and will produce probiotic plant food and biogas. *The Tusten HORSE is the first municipality food scrap digester in the U.S. to be powered by a municipality solar array!*

The next steps will be having Narrowsburg Electric connect the HORSE to the pole behind it. The operating team will familiarize themselves with the HORSE much like understanding the digestion of a human. Feeding it cannot exceed 1,000 pounds a week.

The first contributors to the HORSE will be Tusten food merchants and restaurants. Confirmed participants will be The Heron, Pete's Market, 2 Queens, The Blue Fox, The Launderette, The Botanist and Forestburgh Playhouse via Jill Padua as their caterer. There will be 2 days a week for 2 hours each day for these food scraps to be delivery to the HORSE. Certified TEC volunteers will feed the HORSE. Participants will take their emptied buckets back to wash them out and start collecting again.

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The TEC will set up an informational tent at the Saturday Farmer's Market at The Union in the spring to hand out flyers and talk to residents about the digester. In time, we will open collection up to include drop off at the market.

Jennifer Porter was interviewed on WJFF regarding the HORSE. Jen's expertise is in waste management. The TEC has the link to the interview on their Facebook page.

Soft plastic total collected in Tusten to date is 3 ½ tons! A 3rd TREX bench has been given to the Tusten-Cochecton Library Branch upon their request. We have just ordered our 4th bench!

LED Streetlights

After 9 years of diligent work, the Town of Tusten now owns their 113 streetlights and will have all the streetlights replaced with fixtures housing LED lights. Main St will have 6 decorative lantern fixtures and all the rest of the lights will have cobra-head fixtures. All bulbs will have the same warm, low intensity light. NYPA has already sent their electrician to Tusten and he readied the poles for the install. All crews had been quarantined but they are now beginning installations for the Sullivan County aggregation or participating towns. Tusten was the first town in the county to sign up for this program informing other neighboring towns of this energy saving opportunity. Keep your eyes out for the installers in the next month. Once the install is completed, the crew will return in the following months to install Smart Cities nodes to allow for WiFi in Main St fixtures as well as dimming capability in whichever lights we choose. Brandi attended a 2-hour webinar on January 28 regarding Smart Cities technology and ways we can apply our \$20,000 grant money.

Tusten Energy Committee Accomplishments 2011-2021

***TEC appointed in 2011 by the Tusten Town Board.**

***TEC stood behind the Town of Tusten law banning fracking in October 2011.**

***TEC had town hall insulated wherever necessary in 2012.**

***TEC took the NYS Climate Smart Community Pledge in February 2015.**

***TEC completed thorough energy audits of all town buildings and facilities completed in October 2015.**

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*TEC replaced all indoor and outdoor lighting with energy efficient LED lighting inside and outside all town owned buildings and facilities.

*TEC installed a solar array to provide power to all town buildings and facilities in 2017.

*TEC designated an area at town hall for E-Waste.

*TEC began recycling campaign educating merchants and residents about the environmental dangers of plastic bags and straws.

***TEC was awarded "The UDC Community Service Award" in April 2015.**

*TEC supplied "TUSTEN RECYCLES" tote bags to all households in town as an alternative to plastic bags in 2018.

*TEC created custom stickers labeling all town receptacles for public use separating trash and recycling.

***TEC was certified the 19th town in NYS a Bronze Climate Smart Community in 2018! Town received a \$5,000 grant with certification.**

*TEC supported instituting a Tusten Repair Cafe servicing the community four times a year at town hall, recycling household items rather than discarding them.

***TEC chairwoman Brandi Merolla was awarded "The UDC Community Service Award" in April 2019.**

*TEC received a NYS DEC grant of \$138,100 to purchase a town food scrap digester called a H.O.R.S.E. (High solids, Organic waste, Recycling, System with, Electrical output) in order to reduce food waste, produce nutrient rich probiotic plant food and biogas. **Tusten will be the 1st municipality in the US to power a food digester by their municipality solar array.** The "H.O.R.S.E." arrived in Tusten from Seattle, Washington on January 2021.

*TEC began a soft plastic recycling collection initiative town wide with Trex Manufacturing. Since August 2019, the town businesses and residents have contributed more than 3 ½ tons of soft plastic qualifying us for 4 free TREX benches made of recycled material.

*TEC entered into a contract for transfer of ownership of our streetlights from our utility NYSEG to the town. The PSC approved our contract with NYPA (NY Power Authority) and the TEC is presently awaiting installation of new energy saving LED streetlights throughout town. Decorative pendant light fixtures will adorn Main Street and Cobra-head fixtures will be installed on all other streetlight poles. The town receives a \$20,000 grant for Smart City nodes for lights. The LED streetlights will be installed in 2021.

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*TEC applying for Silver certification with the **Climate Smart Communities** program after numerous accomplishments after Bronze certification.

*TEC applying for the **NYSERDA Clean Energies Program** grant as a NYS town leading in sustainable solutions.

TEC is Brandi Merolla, chairwoman, Star Hesse, Naomi Holoch, Catherine Lewis, Jennifer Porter, Scott Porter, and Councilwoman Jill Padua

Brandi Merolla

February 7, 2021

2.7 Zoning Re-Write Committee - No report received at this time

2.8 Grants

1. Little Lake Erie Bridge project proceeding. Currently we are in the process of obtaining temporary rights-of-way from surrounding property owners so that the temporary bridge may be installed.
2. UDC grant for the Comprehensive Plan is on target with the project nearing the end. By February 22 the draft Comprehensive Plan will be available for public review. It will be posted on the Town website, Town facebook page and Narrowsburgians Unite, with a hard copy in Town Hall and the library. The first public comment meeting will be held remotely March, 22 by Zoom. The link will be posted on the Town website. This meeting will give the public the opportunity to comment on the contents of the Plan. Responses to the comments will not be discussed at this meeting, rather the comments will be forwarded and reviewed by the Comprehensive Plan committee and the Plan will be appropriately adjusted. A final public hearing is scheduled for the first week of April.
3. Water renovations - We continue to seek external grant funding for this project. It is believed that the traditional NY State grants for infrastructure will be released soon. Delaware Engineering is monitoring the announcements.

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3 OLD BUSINESS

3.1 Building Demolition - Old Highway Barn

3.2 Hours for Temp Assistant to the NWS Clerk & Bookkeeper

4 PUBLIC COMMENT

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

5 NEW BUSINESS

5.1 Tusten Youth Agreement

RESOLVED, that the Supervisor is hereby authorized to sign the agreement with the Tusten Youth as presented:

AGREEMENT

THIS AGREEMENT, between the Town of Tusten and the **Tusten Youth Commission**.

WHEREAS the Town of Tusten wishes to facilitate the funding of the Tusten Youth Commission for the benefit of the youth of the Town of Tusten.

WHEREAS the Tusten Youth Commission wishes to institute activities for the benefit of the youth of the Town of Tusten.

IT IS THEREFORE AGREED by and between the parties:

1. That the Town of Tusten shall fund the Tusten Youth Commission to the extent of **Seven Thousand Seven Hundred (\$7,700.00) Dollars**.
2. That the **Seven Thousand Seven Hundred (\$7,700.00) Dollars**, above stated shall be paid to the Tusten Youth Commission as reimbursements are received from the State of New York; and,
3. That the Tusten Youth Commission will use those funds disbursed to them by the Town of Tusten for the use and benefit of the youth in the Town of Tusten.

5.2 Ambulance Agreement

RESOLVED that the Town Board hereby accepts the agreement for ambulance protection as presented:

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CONTRACT FOR AMBULANCE PROTECTION

THIS AGREEMENT MADE AS OF February 9, 2021 by and between the **TOWN BOARD OF THE TOWN OF TUSTEN**, a municipality located in the Town of Tusten, County of Sullivan and State of New York, hereinafter referred to as "Town" and **Tusten Ambulance Corp.**, a non-profit membership corporation located at Narrowsburg, Sullivan County, New York, hereinafter referred to as "Ambulance Corps".

WITNESSETH:

WHEREAS, there has been established in the Town of Tusten the Ambulance Corps which has been and is providing necessary and appropriate ambulance and emergency service within the Town of Tusten and surrounding territory under the plan of ambulance service adopted by the Ambulance Corps, and

The Town duly authorized a contract with the Ambulance Corps for ambulance service when and if required to the Town of Tusten upon the terms and provisions herein set forth, and

WHEREAS, this contract has also been authorized by the authorized and delegated representatives of the Ambulance Corps,

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS;

1. The Town does hereby engage the services of the Ambulance Corps to furnish ambulance service within the Town of Tusten and the Ambulance Corps agrees to furnish said ambulance service in the manner following, to wit:

(a) The Ambulance Corps shall, at all times during the period of this agreement, be subject to call for attendance upon any emergency, accident, illness, and/or occurrence in said Town and when notified by alarm or telephone call from any person within the Town of an accident situation, and/or occurrence, where the services of an ambulance is required, shall respond and attend at the place or places where required, without delay, with one or more ambulances with appropriate emergency medical equipment and trained members of the Ambulance Corps. Upon arriving at the scene where the services of the Ambulance Corps are required, the members of the crew of the Ambulance Corps so attending shall proceed diligently and, in every way, reasonably necessary and suggest in order to effect the appropriate emergency treatment and/or transportation to the nearest or most convenient hospital or other medical facility with the purpose and intention of saving the life and/or preserving the health of the individual or individuals involved.

2. In consideration of furnishing the ambulance services as here in above provided, including the equipment, medical supplies and trained ambulance crew as aforesaid, the Ambulance Corps shall receive the sum of **twenty thousand**

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dollars (\$20,000.00) per annum and the Town covenants and agrees to pay the same to the Ambulance Corps annually.

3. All monies to be paid under any provision of this agreement shall be a charge upon the Town of Tusten to be assessed and levied upon the taxable property within the Town of Tusten and collected with the Town taxes.

4. This agreement shall continue for a period of one (1) year and shall be deemed to commence from **January 1, 2021 to December 31, 2021**, inclusive. This agreement may be renewed and extended by mutual consent annually upon the same terms and conditions for a period not to exceed four (4) additional years. Any notice required or provided for in this agreement shall be served in the same manner as required for the service of a summons in the Supreme Court.

IN WITNESS WHEREOF, the parties hereto have duly executed and delivered this agreement, the day and year first above written.

5.3 Advertise Stone & Sand Bids

RESOLVED, that the Town Clerk is hereby directed & authorized to advertise for bid requests for Stone & Sand for the 2021 year, as per the recommendation of Highway Superintendent, Donald Neiger. BIDS shall be opened and read aloud on March 2, 2021 at the Special Meeting: Agenda Workshop of the Town Board and Awarded on March 9, 2021 at the Town Board Regular Meeting.

5.4 Narrowsburg Beautification

Sullivan Renaissance Grant Application Project: Little Lake Erie shore front, Lake Street

Narrowsburg Beautification is asking permission from the town to plant on town property along the slope of the lake along Lake Street.

Project description

Under the guidance of Sullivan Renaissance, and Watershed Planning with Sullivan County Soil and Water Conservation, this project intends to help stabilize the streamside of Little Lake Erie, by planting (3) native Eastern Redbud trees and native shrubs whose root systems will stabilize and control erosion, protect wildlife by providing coverage for nesting and food for wildlife with berry producing shrubs and nectar for pollinators.

Site

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The trees chosen are mid-sized and will not interfere with electrical wires. They are tolerant of being in proximity to the (3) Black Walnut trees already on site, that are in decline or dead along the lakefront.

Action Steps

Sullivan Renaissance suggests the Town of Tusten's participation in a plan to eradicate the invasive species Japanese Knotweed along the lake. The plan involves a **five-year commitment** by the town highway department to cut back the Knotweed three times a year (Spring, Summer, Fall) not allowing it to grow over two feet tall. This way the root system is exhausted and the colony dies back.

This project offers opportunities for **engaging youth** by volunteering in preparing the site for planting trees, maintenance of newly planted trees and shrubs, learning about native species and protecting wildlife, conserving and maintaining the health of the lake.

5.5 Set Public Hearing for Public Review of the Draft Comprehensive Plan to be held by the Comprehensive Committee.

March 22, 2021 at 6:30 to be held via Zoom. The Draft Comprehensive Plan will be available for public review by February 22, 2021

6 PUBLIC COMMENT

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

7 EXECUTIVE SESSION

7.1 Motion to enter into Executive Session to discuss the employment history of a particular person(s) and to discuss the acquisition of real property.

8 NEW BUSINESS CONT'D

8.1 Contract

9 CLOSING ITEMS

9.1 Board Comment

9.2 Meeting reminder

Tusten Town Board Special Meeting: Agenda Workshop on

Town of Tusten Town Board Meeting

March 2, 2021 at 6:30 PM

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March 9, 2021 at 6:30 PM

9.3 Adjournment