



# Town of Tusten Town Board Meeting

Regular Meeting Minutes

April 14, 2020

ZOOM Meeting ID:

6:30 PM

Supervisor Bernard Johnson	Present
Councilwoman Jane Luchsinger	Present
Councilwoman Jill Padua	Present
Councilwoman Brandi Merolla	Present
Councilman Bruce Gettel	Present
Others Present: Crystal Weston, Town Clerk; Town Attorney Danielle Jose-Decker; Nico Juarez, Tusten Animal Control and approximately 20 attendees from the general public.	

## OPENING ITEMS

### **Call Meeting to Order**

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

### **Pledge of Allegiance**

Supervisor Bernard Johnson led the pledge of allegiance

### **Announcements**

- All Town Meetings will continue on ZOOM platform until further notice
- Litter Pluck has been cancelled
- Census- we encourage everyone to complete the 2020 census as this greatly impacts funding for our town in the future.
- Tusten Hope (TustenHope.com) is donating a bag of groceries to the first 50 families every week, please see their webpage for further information.

### **Correspondence -**

UDC Letter - "Upper Delaware Council and its reference to 2020 River cleanup grants which will be number eight in our new business and it tells us the timeline for the applications being May 22nd reviewing the applications for May 26th and funding record recommendations for a vote by the full council on Thursday June the 4<sup>th</sup>." - Supervisor Bernard Johnson.

### **Payment of Bills - March 2020**

#### **RESOLUTION 62-2020**

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### PAYMENT OF BILLS

On motion of Councilwoman Jill Padua, seconded by Councilwoman Jane Luchsinger, the following resolution was

**ADOPTED 4 AYES 0 NAYS 1 ABSENT** (Councilman Bruce Gettel)

**RESOLVED**, that the bill for March 2020 be paid in the following amounts:

<b>Ck Acct</b>	<b>Disburse</b>	<b>Voucher #'s</b>
<b>General</b>	\$63,446.93	Late Bills 352,353,361-364
		365-384
<b>Highway</b>	\$44,312.97	422-437
<b>Water</b>	\$13,357.97	Late Bills 354, 359
		405-421
<b>Sewer</b>	\$15,915.55	Late Bills 355, 360
		385-404
<b>Light Dist</b>	\$468.34	Late Bills 358
<b>TOTAL</b>	<b>\$137,501.76</b>	

**DIVISION REPORTS**- Supervisor Bernard Johnson read the following reports aloud:

#### **Highway - Monthly Report - March 2020**

- Used 1314.9 gal of diesel fuel 1296.4 gal was for highway and 18.5 was non highway use.
- Used 261.5 gal of gas 72.1 was highway and 189.4 was non highway use.
- Patched holes on dirt and paved roads.
- Repaired bank along brook on Lackawaxen Rd., ditched Cohecton Turnpike, Lackawaxen, Irish Town rd.
- Replaced pipes on Cohecton Turnpike.
- Cut trees on Gables Rd., Swamp Pond, Brook Rd and Perry Pond.
- Mowed brush along right of ways with brush mower.

#### **Water & Sewer - Monthly Report - March 2020**

- Went to a Dig Safe NY class.
- Removed sludge from sand bed #1.
- Worked on shoveling top dirty layer of sand out of sand bed #2.

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- Koberlein replaced an electric panel at M2 grinder station and switched from a transducer to a float system on the grinder.
- Fixed caustic soda line at sewer plant.
- Marked water lines at the town hall.
- Replaced barrel of caustic soda at the sewer plant two times.
- Finished Water Withdrawal report for the DEC.
- Posted the Annual Water Quality Report.
- Finished a water audit for the DRBC.
- Painted at Well #1 and Well #3.
- Responded afterhours twice for a septic backup call, inspected septic tank. Second time Koberlein pumped the septic tank out.
- Flushed hydrants #1 and #2 on RT-97 to clear the dead-end lines.
- Located and inspected septic tanks for a homeowner on Bridge St.
- Repaired a dead-end water line at the town hall which was hit by contractors.
- Replaced chlorinator hoses at Well #3.
- Installed one water meter.
- Returned 15 old caustic soda barrels and 6 chlorine cylinders to Slack Chemical.
- Replaced the chlorinator at the sewer plant and laid brick down on the floor of the chlorinator pit. Opened both sides of the chlorine contact tanks.
- Stapled landscape fabric around sand beds.
- Located and replaced a valve box in sand bed #2.
- Built platforms for caustic soda barrels at well #1.
- Exercised generators.
- Koberlein pumped and cleaned the dosing tanks at the sewer plant.
- Marked water lines to the Veterans Park Gazebo for the town.
- Repaired chlorine gas chlorinator at well #1.
- Cleaned, greased, and maintained tractor.

### **Building Department/ Code Enforcement Monthly Report - March 2020**

No report at this time.

### **Assessor - Monthly Report - March 2020**

Submitted by Ken Baim, Assessor

During the month of March processing of the exemptions for aged, agriculture and forest were processed and updated on the computer. Files were readied for field work and several days were spent measuring new

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construction for the 2020 tax roll. Work on updating the property record cards and valuation was also begun.

There was no Sullivan County Assessor's Association meeting as the social distancing just came into play before the meeting date. At Ben's suggestion, I have not been keeping the normal hours at the town hall since Monday evening March 16<sup>th</sup>. My phone message was changed to direct callers to call me at home, which some have done. This solitude has given me a chance to do the work on the tax roll.

### **Upper Delaware Council Monthly Report- March 2020**

Submitted by Tusten UDC Representative Susan Sullivan & read aloud

UDC conducted its April meeting via telephone conference due to Corona Virus rules.

GRANTS; As far as I know, Tusten is on schedule for its TAG grants, and The Comp Plan Committee has met with Jennifer Claster NPS, and so are clear on the requirements of the River Management Plan. Today Laurie Ramie sent an email in regard to River Clean Up Grants which you should have received.

RIVER SWEEP, Dan Papparella will continue to update the website and FB pages for Upper Delaware Litter Cleanup and Prevention Project. I know that if we choose to do clean up, we will need to keep the bagged litter with our own trash, until we can take it to a transfer station. Still, it is a good project, dates leading to Earth Day are April 22 to 25. FIVE YEAR STRATEGIC PLAN RETREAT; Currently planned for Saturday May 30 from 9:00 to 4:00 at Damascus Manor Community Center, facilitated by Buck Moorehead. If holding the retreat is not possible, UDC will meet the Five-Year Budget deadline, and the in-person retreat will be rescheduled.

ANNUAL AWARDS BANQUET Currently scheduled for June 7, at Central House in Beach Lake.

2020 RIVER OF THE YEAR: Yes, today, from DRBC, the Delaware has been named River of the Year.

### **Energy Committee- Monthly Report - March 2020**

Submitted by Councilwoman & Energy Chair Brandi Merolla

#### **LED Streetlights**

After pressing NYSEG to replace 2 streetlights that had been removed for a period of 1 and 2 years, armature and all, NYSEG installed new armatures and lights at Route 97 and Route 52 as well as on Bridge St. near School St.

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They will do for now but they are only half the length of a standard armature. I have now requested that NYSEG replace the new armatures with the acceptable size to be uniform with all our streetlights. When NYPA replaces the lights with LEDs within 2 months from now, NYS requires that the armatures light up the center of the street.

The town will be closing with NYPA shortly and LED streetlight installation will take 1 week with a 1-man crew. Because Gov. Cuomo needed funds for emergency agencies during the pandemic, he borrowed moneys from NYPA that would have covered our "Smart" technology adding WIFI to each LED streetlight in town. Our contract will now reflect that when NYPA is reimbursed by the state, we will receive the promised "Smart" technology in the future. Town owned LED streetlights will yield a savings of \$12-14,000 per year for the town.

### **Soft Plastic TREX Recycling**

Collection continues even though Weis Markets has suspended drop-off at their stores due to the pandemic. Fortunately, our supervisor has allowed the TEC to store the bags of soft plastic in a town building where there is ample space as not to interrupt this successful effort by the town. We will deliver all stored soft plastic when the program reopens in the future. Our 2<sup>nd</sup> TREX bench has been delivered to the highway department and will be assembled and placed on the town deck shortly.

Our total collected weight to date is 2,925 pounds.

### **Tusten Food Scrap Digester**

Moving ahead with the Tusten food scrap digester, Jennifer Porter is completing all necessary paperwork requirements for the NYS DEC. She is documenting all in kind hours spent on the project.

The Center for Environmental Technology has provided educational information to us for our flyers to be handed out at the Narrowsburg Union Farmer's Market this summer. They have also written detailed instructional brochures for our Tusten food merchants and restaurants. Brandi has designed a logo for the project and has taken the written info and designed flyers, brochures, a banner and mailers if necessary.

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All material costs are covered by our grant received when certified a Climate Smart Community. Labor is an in-kind service.

Brandi spoke with Michelle Sterling in Scarsdale about their food scrap program. She has shared all of their resources with the TEC after test marketing products like bins, biodegradable liner bags, totes for transport. She is sending us their digester handbook because they fully endorse our approach. She has been a wealth of information. The town of Scarsdale has greatly reduced the volume of garbage going to the landfills, methane emissions, as well as costs to residents.

### **Zoning Re-Write Committee**

No report submitted

**Grants** – Councilwoman Jane Luchsinger gave the following report:

- Little Lake Erie Grant- In progress, Discussion meeting that was scheduled for March 23 for cancelled due to Covid-19, information was provided online and residents had the ability to submit questions, we did receive a few.
- Comprehensive Plan Grant - surveys have been mailed to all the town residents/property owners, as we receive them back, they are being entered into Survey Monkey at this time we have received over 300 replies.
- Sullivan Renaissance Impact Grant – need to submit invoices for the generators.
- SAM Grant(s) – in progress

### **PUBLIC COMMENT**

*Public comments were heard by the Town Board, please see the full transcript for full details.*

### **OLD BUSINESS**

#### 1. Health & Safety

Please view the most up to date information regarding Covid-19 sites such as the following all offer the most current information as it is released for our area: Please view the most up to date NYS DOH Guidelines.

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- TownofTusten.org
  - SullivanNewYork.Tusten.org
  - SullivanNewYork.us
  - CDC.gov
2. Wayne Bank Parking Lot Update
    - a. ZBA Variance has passed and now the next steps will be to present in front of the Planning Board
  3. Little Lake Erie Culvert Update -in progress as reported under grants.
  4. Narrowsburg Water Hydrants Update – Supervisor Bernard Johnson stated:  
“There is an issue with the hydrant, the first one up Bridge Street off Main. The building on the corner has a wet suppression system in it. Inspection of that system before they cut the water to remove the bad hydrant found that the system is not in a condition to be re-pressurized. A decision was made that tomorrow they're going to install an extra valve off of the main so that the hydrant can be replaced, but the wet suppression system to that building is not going to be pressurized until an inspector comes in to make sure that the work has been done properly and then it will get re-inspected and then re-inspected by the town. So, looks like everything is going to continue on and the hydrants should be working by the end of tomorrow.”
  5. Set Public hearing: Parking Law  
TABLED to May Regular Meeting
  6. Comprehensive Plan Survey Update (see Grants)
  7. Municipal Clean Up Day will be Saturday, May 16, 2020 9:00 AM - 2:00 PM

### **NEW BUSINESS**

1. Spring Clean Up

#### **RESOLUTION 63-2020**

#### **AUTHORIZATION TO ADVERTISE SPRING CLEAN UP**

On motion of Supervisor Bernard Johnson, seconded by Councilwoman Jane Luchsinger, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

**RESOLVED** that, the Town Clerk is hereby authorized to advertise Municipal Spring Clean Up Day for May 16, 2020 from 9:00 AM - 2:00 PM. No tires will be accepted this year and Town Employees will not be permitted to assist in unloading items.

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### 2. H.O.R.S.E.

#### **RESOLUTION 64-2020**

#### **A RESOLUTION DECLARING LEAD AGENCY UNDER THE STATE ENVIRONMENTAL QUALITY REVIEW ACT, REGARDING THE TOWN OF TUSTENS ACQUISITION AND OPERATION OF ANAEROBIC DIGESTER**

On motion of Councilwoman Brandi Merolla, seconded by Councilwoman Jane Luchsinger, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

#### **RESOLVED,**

That the Town Board of the Town of Tusten, duly convened in a regular session on April 14, 2020, is considering the acquisition and operation of an anaerobic digester to be located at the Town Highway Department.

The Town Board does hereby resolve as follows:

Section 1. Pursuant to, and in accordance with, the provisions of the New York State Environmental Quality Review Act (SEQRA), the Town Board of the Town of Tusten (Town Board) hereby makes the following determinations and classifications with respect to the proposed action referenced above:

- a. The Town Board hereby determines that the action is subject to SEQRA.
- b. The Town Board hereby makes a preliminary classification of the action as an unlisted action.
- c. The Town Board hereby determines that it is and will be the lead agency with respect to the consideration and environmental review of the proposed action.

Section 2. A copy of Part 1 of the Environmental Assessment Form and a copy of this Resolution shall be sent to all involved and interested agencies by the Town Clerk as required by law.

Section 3. The lead agency declaration, subject to agreement of the agencies involved, shall become effective 30 calendar days from the date hereof (failure to object is deemed acquiescence and/or agreement).

Section 4. In the event no objection is received from the aforementioned agencies within 30 *calendar* days, the Town of Tusten Town Board will assume the role of lead agency.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF TUSTEN, NY.

Dated: April 14, 2020

### 3. Set Special Meeting for Tuesday May 26, 2020 Re: H.O.R.S.E. Environmental review

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### **RESOLUTION 65-2020**

#### **SET SPECIAL MEETING**

On motion of Supervisor Bernard Johnson, seconded by Councilwoman Jane Luchsinger, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

**RESOLVED** that a Special Meeting for the H.O.R.S.E. Environmental Review be hereby set for Tuesday May 26, 2020 at 6:30pm to be held via Zoom Platform.

4. Discussion Re: Lawn Mowing – Town board held a brief discussion as to what the Lawn Care maintenance job should include as well as the pros and cons of having this be an in house or contracted position.
5. Authorize the Town Clerk to advertise for BIDs re: Lawn Maintenance

### **RESOLUTION 66-2020**

#### **ADVERTISEMENT FOR LAWN MAINTENACNE BIDS**

On motion of Supervisor Bernard Johnson, seconded by Councilman Bruce Gettel, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

**RESOLVED** that the Town Clerk is hereby authorized to place the following advertisement as presented: **PLEASE TAKE NOTICE** the Tusten Town Board will accept sealed bids on the Lawn mowing and summer maintenance of Town of Tusten grounds. Full job description BID packets are available online at [www.TOWNOFTUSTEN.org](http://www.TOWNOFTUSTEN.org) and OUTSIDE of Town Clerks office. Said bids shall be mailed or delivered to the office of the Town Clerk, 210 Bridge St., P.O. Box 195, Narrowsburg, N.Y. 12764, **clearly marked "LAWN MAINTENANCE / MOWING BID" no later than 3:00 p.m. Friday May 8, 2020.** Bids will be opened Monday May 11, 2020 at 2:00 PM Live on ZOOM from the Town Clerks Office and read at the regular Town Board Meeting, May 12, 2020 6:30 PM. The Town Board reserves the right to reject any and all bids and to waive any irregularities in the bidding and to re-advertise for new bids. **Non-Collusion Certificate required** and is available at the Tusten Town Clerks Office.

6. DVAA Lease extension

### **RESOLUTION 67-2020**

#### **DVAA LEASE EXTENSION**

On motion of Councilwoman Jane Luchsinger, seconded by Councilwoman Jill Padua, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

**RESOLVED**, that the Supervisor is hereby authorized to sign the lease agreement with the DVAA extended by one year being 2027.

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### 7. Discussion Re: AED

Supervisor Bernard Johnson will look further into what the procedure is for obtaining an AED as far as certifications, grants, costs...

### 8. UDC River Clean Up

#### **RESOLUTION 68-2020**

#### **RIVER CLEAN UP**

On motion of Councilwoman Jane Luchsinger, seconded by Councilwoman Jill Padua, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

**RESOLVED** that the supervisor is hereby authorized to follow up with Freda Enterprise and the UDC regarding the 2020 River Clean Up.

### 9. Approve Minutes of March 10, 2020 Regular Meeting

#### **RESOLUTION 69-2020**

#### **APPROVAL OF MINUTES**

On motion of Supervisor Bernard Johnson, seconded by Councilwoman Brandi Merolla, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

**RESOLVED**, that the Minutes of March 10, 2020 Regular Meeting be Approved as presented.

### 10. Contract with C.A.R.E.

#### **RESOLUTION 70-2020**

#### **CONTRACT WITH C.A.R.E.**

On motion of Councilwoman Jill Padua, seconded by Supervisor Bernard Johnson, the following resolution was

**ADOPTED 5 AYES 0 NAYS**

**RESOLVED**, that the Supervisor is hereby authorized to sign the contract with C.A.R.E. as presented for Municipal Dog Care Shelter & Surrender.

### **PUBLIC COMMENT**

**Public Comment** - Questions/ Comments were heard by the Town Board at this time. Please see the full transcript for further details.

**Board Comment** - Comments made by the Town Board, please see the full transcript for further details. No decisions were made.

### **Meeting reminders**

**5/5 Town Board Special Meeting: Agenda Workshop**

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**5/12 Town Board Regular Meeting**

**5/26 Town Board Special Meeting: H.O.R.S.E.**

## **Adjournment**

Motion made by Councilwoman Jane Luchsinger and seconded by Councilwoman Jill Padua to close the meeting at 7:47PM.