



Town of Tusten Town Board Meeting

Regular Meeting Agenda
February 13, 2024
6:30 PM

1 OPENING ITEMS

1.1 Call Meeting to Order

1.2 Pledge of allegiance

1.3 Presentation

Ethan Wood

1.4 Payment of Bills

Fund Acct	Ck Acct Disburse
General	\$93,860.42
Highway	\$66,553.34
Water	\$12,101.26
Sewer	\$12,133.81
lighting dist	
escrow accts	
TOTAL	\$184,648.83

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

2.1 Highway Dept. – Submitted by Highway Superintendent Don Neiger

- Used 1005.7 gal of diesel fuel 965.7 gal was for highway and 40 was non highway use.
- Used 313.4 gal of gas 0 was highway and 313.4 was non highway use.
- Patch holes on dirt and paved roads.
- Removed trees in road way Third Avenue, Ackerman, Oak Street and cut several on Hankins.
- Repair pipe on Smith Hughes rd.
- Make sand salt mix for winter.
- Grade dirt on Perry Pond, Lake Ridge, and Hankins Road.
- Out on snow removal several times in January.

Town of Tusten

Town Board Meeting

- Repair equipment after snow removal.

2.2 Narrowsburg Water & Sewer District

- Tested wells and sewer plant daily to ensure the drinking water and wastewater quality met federal and state standards. Made adjustments as needed.
- Completed monthly drinking water sampling, wastewater sampling, reporting for the DOH and DEC.
- Completed the annual sampling for sodium and nitrate at Well #1, Well #3, and sodium at the town hall.
- 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.
- Switched propane companies from Paraco to Superior Plus due to state bid changing. Superior Plus serviced our propane heaters. Several propane heaters were having issues and Superior fixed them. They also replaced some old propane lines that were no longer up to code.
- Switched out a cylinder of chlorine at Well #3.
- Exercised Kirk Rd generator and topped off the fuel.
- Completed 1 final meter reading.
- Marked out 1 dig request.
- Plowed/shoveled snow at the sewer plant and the wells.
- Performed 2 septic tank inspections.
- Shut water off and removed meter to 1 home.
- Received a new flowmeter for the sewer plant effluent. Scheduled a day for Cyclopes Equipment to install it next month.
- Cleaned and organized the well houses and sewer plant office.
- Watched a webinar on NPDES technical assistance.
- Received a shipment of 12 radio heads from Schmidts.
- Performed 1 water meter inspection.
- Replaced 3 bad radio heads.
- Worked on a water pumped vs metered flowchart to track water loss over the past 19 years.
- Calibrated and bump tested 3 personal chlorine gas meters.
- When time allowed, studied sewer course books.

Town of Tusten Town Board Meeting

FINANCIAL REPORT FOR	
Narrowsburg Water	
Water Metered Rent	\$ 35,834.96
Service Charge	\$ 1,342.00
Water Penalty	\$ 0.12
TOTAL RECEIVED	\$ 37,177.08
Narrowsburg Sewer	
Sewer Rent	\$ 520.20
Service Charge	\$ -
Sewer Penalty	\$ -
TOTAL RECEIVED	\$ 520.20
GRAND TOTAL	\$ 37,697.28
Jocelyn Strumpfler Water & Sewer Clerk	

2.3 Building Department/ Code Enforcement

JANUARY 2024 Monthly Report

Construction Inspections – 14

Fire & Safety Inspections – 0

Complaint/Violation Inspections – 0

Certificate of Occupancy Issued – 2

Certificate of Compliance Issued – 17

Total Permits Issued – 10

Town of Tusten

Town Board Meeting

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

Permit Renewals - 1
Flood Plain Permit – 0
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

Monies collected by this office from January 31, 2024 to January 31, 2023 are \$2,846.80

Respectfully,
Jim P Crowley, Building Inspector
JPC/js

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

Assessor's monthly report January 2024

The Sullivan County Assessor's Association meeting was held and attended by Ken and myself. Continued discussion on the two notifications for all residential properties before March 1st was discussed and consciences with the Assessors is the Town/County bills and our School Tax bills have the appropriate wording to cover the requirement, eliminating the mailing of post cards avoiding the expense.

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 purpose only.

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

Town of Tusten

Town Board Meeting

Application for Corrected Tax Roll was submitted to the Sullivan County Legislature for the error on the modification for the IDA lease agreement with Rock Meadows Partners, LLC on parcel 10.-3-1.

Exemptions processed at the municipal level have been coming in and will be processed for the May 1st tentative roll. Calls received by the assessor's office following the mailing of the tax bills have been minimal.

Transition of files from Ken's home office to the town hall has begun.

In an effort to be available for the public, I am tentatively establishing the 1st Thursday of the month from 6-8pm as office hours and then by appointment and at the convenience of the property owner.

2.5 Upper Delaware Council – Submitted by Evan Padua

At the upcoming March 7th meeting we will have a High-Definition Stream Survey Demonstration of the Delaware river. Public Welcome.

The UDC is looking for Litter Leader volunteers from each township to help lead groups of folks to pick up trash in their towns and areas. This event will take place during the week of 4/20-28. Please contact the UDC directly if you are interested.

Town of Tusten Representative Evan Padua, (who lives in Damascus township), wants to express the need for more involvement in the UDC from Tusten residents. If any Tusten residents are interested in becoming an alternate representative for the Town of Tusten, reach out to Crystal or Evan, and they can help you get involved. The UDC is a good organization to be a part of to overlook the River valleys projects and needs respectively.

2.6 Tusten Energy Committee

2.7 Conservation Advisory Council

The committee did not meet in January. We are waiting for the contract from the Engineering firm.

2.8 Water & Sewer Committee -Submitted by Kevin McDonough

Committee has decided that the sewer- only customers will have a meter installed at the Sewer Districts' expense.

WS Committee suggested Motion: Effective 2024 Sewer rates will be based on metered water usage. It is the policy of the Sewer District to supply those customers who are in the Sewer District Only with water meters to measure their use and bill accordingly. However, a nationwide shortage of these meters may make

Town of Tusten

Town Board Meeting

implementation impossible for the foreseeable future. So those customers who are in the Sewer District Only will be billed at twice the based rate for the four billing cycles of 2024 or until meters become available.

We have no word from State DOH on Water Tower. Nothing from Del Eng. It's in Albany's hands. (Have Since learned that it's still in the hands of the County Dept of Health.) Del Engineering still sees a 2024 completion date.

2.9 Building Committee

2.10 Grants

Grants Committee Report
February 13, 2024

1. Water infrastructure project – The project continues to be coordinated by Delaware Engineering. Although a new cycle is being released by NY State we are ineligible since we have been awarded funds.
2. UDC - Midterm report is due next month.... will be submitted
3. National Fish and Wildlife – still waiting for contract. I have been assured that work has begun internally in the Engineers office.
4. Sullivan 180 has informed us that they will not entertain another grant request until the Town closes out the 2023 grant.

No new grants in the works.

2.11 Tusten Youth Commission

3 PUBLIC COMMENT

10 minutes will be given for public comment. Please keep your comments directed to the board, comments should pertain to agenda items only.

4 OLD BUSINESS

4.1 Sewer Rates

WS Committee suggested Motion: Effective 2024 Sewer rates will be based on metered water usage. It is the policy of the Sewer District to supply those customers who are in the Sewer District Only with water meters to measure their use and bill accordingly. However, a nationwide shortage of these meters may make implementation impossible for the foreseeable future. So those customers who are in

Town of Tusten

Town Board Meeting

the Sewer District Only will be billed at twice the based rate for the four billing cycles of 2024 or until meters become available.

4.2 Narrowsburg Water Sewer

Set Sewer Rates

Sand Filter Bid

Septic Tank Pumping Bid

4.3 New York Police Rental

Motion to authorize the Lease Agreement for NYS Police Barracks in the amount of Fifteen Thousand (\$15,000) Dollars

4.4 Park

Sullivan 180 2023 Grant

Sullivan 180 2024 Grant

Create & Appoint Park Committee

5 NEW BUSINESS

5.1 New York Police Rental

Motion to authorize the Lease Agreement for NYS Police Barracks in the amount of Fifteen Thousand (\$15,000) Dollars

5.2 Tusten Seniors

Create Budget Line

Budget Mod \$2,000 from the Contingency Line

THIS AGREEMENT, between the Town of Tusten and the Tusten Social as of January 1, 2024

WHEREAS, the Town of Tusten wishes to facilitate the funding of Tusten Social for the benefit of the ***Tusten Seniors*** of the Town of Tusten.

WHEREAS, the Tusten Social wishes to institute activities for the benefit of the seniors of the Town of Tusten.

IT IS THEREFORE AGREED by and between the parties:

1. That the Town of Tusten shall fund the Tusten Social to the extent of **Two Thousand (\$2,000.00) Dollars**.
2. That the Tusten Social will use those funds disbursed to them by the Town of Tusten for the use and benefit of the Seniors in the Town of Tusten.

Town of Tusten

Town Board Meeting

5.3 Generator Contract

5.4 Street Lighting

*Add lights in the park area, rear of town hall, side of bldg

5.5 NWS Tractor

5.6 Mowing Bid

5.7 Sullivan County Youth Bureau

Tusten Youth is looking for authorization to apply for grant funding through Sull Co. Youth Bureau for Winter Programming, Summer Programming, Garden Club & Holiday Festivities

5.8 TBD

PUBLIC COMMENT

10 minutes will be given for public comment. Please keep your comments directed to the board, comments should pertain to agenda items only.

CLOSING ITEMS

Board Comment

Meeting reminder

Adjournment