



Town of Tusten Town Board Meeting

Regular Meeting Minutes

March 14, 2023

6:30 PM

Zoom ID # 890 1678 4280

Venue: Tusten Town Community Hall, 210 Bridge Street, Narrowsburg, New York

PRESENT Supervisor Bernard Johnson
Deputy Supervisor Jane Luchsinger
Councilman Greg Triggs
Councilman Bruce Gettel
Councilman Kevin McDonough

OTHERS PRESENT Crystal Weston, Town Clerk; Attorney to the Town, Ken Klein

1 OPENING ITEMS

1.1 Call Meeting to Order

Supervisor Johnson called the meeting to order at 6:37pm

1.2 Pledge of allegiance

Supervisor Johnson led the pledge

1.3 Announcements

➤ **Conservation Advisory Council (CAC)**

Presentation Thursday 3/16/23 7:30 PM Tusten Town Hall

Health Benefits of Open Space - Zoom

➤ **Repair Café**

Tusten Town Hall 3/18/23 11am – 3pm

1.4 Payment of Bills

RESOLUTION # 47 -2023

PAYMENT OF BILLS

On the motion of Deputy Supervisor Luchsinger, seconded by Councilman Triggs the following resolution was,

ADOPTED 5 AYES 0 NAYS

RESOLVED that the Town Board motion to pay the bills as presented:

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Fund Acct	Ck Acct Disburse	Voucher #'s	Late Bills
General	\$46,262.79	132-152	115
Highway	\$174,085.14	116-131,153	-
Water	\$20,401.84	169-185	-
Sewer	\$16,762.85	154-168	-
lighting dist	\$0.00	-	-
escrow accts	\$0.00	-	-
TOTAL	\$257,512.62		

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 – Submitted by Superintendent Donald Neiger**

- Used 858.5 gal of diesel fuel 841.1 gal was for highway and 17.4 was non highway use.
- Used 165.3 gal of gas 0 was highway and 165.3 was non highway use.
- Patch holes on dirt and paved roads.
- Removed trees in road way Hoffman, Humphrey, Mahl’s Pond, Trout Pond A and Dexheimer. Cut brush on right of way Oak Street, Welch Street and Hoffman.
- Repair pipe Crawford.
- Make sand salt mix for winter.
- Grade dirt on Humphery and Brook Rd.
- Out on snow and ice removal several times in February.
- Repair equipment after snow removal.

2.2 **Water & Sewer – Submitted by NWS District & NWS Billing Clerk**

- 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.
- Did water meter readings every Wednesday in the month of February 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.
- Repaired a 6” leaking water main on School St with help from the Highway Dept and Tam.
- Located a valve at the water tower and located/GPS mapped water line from water tower to Hilltop Ln.
- Patched leaking overflow pipe from Water Tower.
- Marked out water lines, sewer lines, and manholes and GPS mapped both, for a dig request at the little Lake Erie bridge.
- Dug up and inspected one septic tank per customer request.

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- Started locating, GPS mapping, and raising (if needed) curb valves on Delaware Dr.
- Shut water off to one home due to a water leak inside.
- Distributed Annual Water Quality Reports (copies can be views on the Town of Tusten’s website: <https://www.townoftusten.org/watersewer>)
- Flushed one dead end hydrant.
- Located and GPS mapped water lines on Erie, Hilltop, and Well #1 with help from New York Rural Water Association.
- Plowed driveways and shoveled fire hydrants after snow storm.
-

FINANCIAL REPORT FOR FEBRUARY 2023	
Narrowsburg Water	
Water Metered Rent	\$ 23,510.09
Service Charge	\$ 1,254.35
Water Penalty	\$ 270.64
TOTAL RECEIVED	
	\$ 25,035.08
Narrowsburg Sewer	
Sewer Rent	\$ 18,447.75
Service Charge	\$ 4.50
Sewer Penalty	\$ 216.55
TOTAL RECEIVED	
	\$ 18,668.80
GRAND TOTAL	
	\$ 43,703.88
Jocelyn Strumpfler Water & Sewer Clerk	

2.3 Building Department/ Code Enforcement

Town of Tusten Building Inspector’s Report
FEBRUARY 2023 Monthly Report

Construction Inspections – 15
Fire & Safety Inspections – 0

Complaint/Violation Inspections – 0

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Certificate of Occupancy Issued – 2

Certificate of Compliance Issued – 14

Total Permits Issued – 9

New Homes – 0
Renovation/Alteration/Addition – 0
Chimney/Fuel – 3
Acc Bldg Comm – 0
Ren/Alt – Comm Const - 1
Deck – 0
Demolition Permit – 0
Electrical – 0
Mechanical – 0
Plumbing – 1
Roof Replacement - 2
Septic Permits – 1
Sign Permit – 0
Well – 0

Accessory Building/Garage – 0
Camping - 0
New Comm Const – 0
Commercial Deck - 0
Driveway Permit – 0
Logging Permits – 0
Permit Renewals – 0
Pool – 0
Roof Structure - 0
Sidewalk - 1
Solar Permit – 0

Flood Plain Permit – 0

Abstracts/Violation Search – 3

Dangerous and Unsafe Building – 0
Complaints Received – 0
Violations Issued – 0
Previous Violations Closed/Corrected – 1

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

Monies collected by this office from February 1, 2023 to February 28, 2023 are \$1,137.58.

CEO and Clerk attended 24 hours continuing education classes February 27, 2023 through March 2, 2023.

Respectfully,
Jim P Crowley, Building Inspector
JPC/js

2.4 Assessor

During the month of February, we did not attend the Sullivan County Assessor's Association regular monthly meeting as it was canceled. Quarterly sales reports were run and submitted to Department of Taxation after all deeds we received from the county had been processed.

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A few deeds and address changes have been received that will be updated and submitted in early December for name and address purposes only.

Renewal exemption applications have been received along with some new exemptions for STAR, Aged, Veterans, Forest and Agriculture. Exemption applications are being processed.

Work has been done on the Building Permits for preparation of data collection process during March.

Peg has been doing the input of data and the apportionment of special franchise properties.

Respectfully submitted,
Ken Baim, Sole Assessor

2.5 Upper Delaware Council

No report received.

2.6 Energy Committee

No report received.

2.7 Zoning Update Committee

In Progress

2.8 Grants – read aloud

1. Little Lake Erie Culvert – Pre-construction meeting with Hunt Engineering, NY DOT and Rutledge Excavating to take place on the 30th of March
2. Water infrastructure project – The project continues to be coordinated by Delaware Engineering. Guest of Delaware Engineering to meet with new Senator Peter Oberacker. Asked for more funding.
3. Sullivan 180 Municipal partnership grant for a pavilion for the Multigenerational Park on the Flats has been submitted on time
4. Did not receive the Sullivan 180 grant for technical assistance to design and print a CAC brochure.
5. Applying for a Delaware River Basin Restoration Grant for the purpose of creating an Open Space Plan all of Tusten

Submitted by:
Jane Luchsinger

2.9 Conservation Advisory Council – read aloud

CAC met on February 21st, 2023

1. Discussed the lecture series: location and speakers
Will send press release and make flyers
2. Discussed the design for a brochure
3. Discussed the need for an Open Space Plan
4. Reviewed map from Real Property
5. Donovan and Jane met to finalize information for brochure

2.10 Water / Sewer Committee – read aloud by Jane Luchsinger

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The Water/Sewer committee met March 6 at 8:00 am.

1. Reviewed the definitions for Residential and Commercial water properties as they relate to water rates. Agreed they would remain the same.
2. Reviewed the energy audit from RCAP. Supervisor Johnson to try to negotiate new electric rates.

3 PUBLIC COMMENT

The following comments were heard:

- Julia Santo – water/sewer rates, will they increase?
 - Town Board responded – water/sewer rates are not being reviewed at this time. Sewer rates are currently under review

4 OLD BUSINESS

- 4.1 Little Lake Erie Bond - Tabled
- 4.2 Wi-Fi on Main Street - Tabled
- 4.3 93 Main Street - tree removal
- 4.4 Highway Sand & Stone Bids – Tabled
- 4.5 Diesel & Gas v Bid – Tabled
- 4.6 Part Time MEO – Tabled

5 NEW BUSINESS

- 5.1 Purchase Licenses of CAC emails

RESOLUTION # 48 -2023

PURCHASE CAC EMAIL LICENCES

On the motion of Supervisor Johnson, seconded by Councilman McDonough the following resolution was,

ADOPTED 5 AYES 0 NAYS

RESOLVED that the Town Board motion to authorize the purchase of email licences for the Conservation Advisory Council Members at \$96.00 each.

- 5.2 Purchase of Highway Gradall

RESOLUTION # 49 -2023

PURCHASE HIGHWAY GRADALL

On the motion of Supervisor Johnson, seconded by Councilman Triggs the following resolution was

ADOPTED 5 AYES 0 NAYS

RESOLVED that the Town Board motion:

- to move \$96,000 from CD Reserves to Highway Funds

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- to authorize the Highway Superintendent to purchase on used 2007 Gradall XL 3100 serial # ending in 222 with a used 60" Ditch Bucket for \$96,000.00

-and to Trade in one used 1997 Gradall G3WD serial # ending in 357

5.3 National Fish & Wildlife Grant

RESOLUTION # 50-2023

PERMISSION TO APPLY FOR THE DELWARE WATERSHED FUND 2023

On motion of Supervisor Bernard Johnson, seconded by Councilman Kevin McDonough, the following resolution was,

ADOPTED 5 AYES 0 NAYS

RESOLVED that Deputy Supervisor Jane Luchsinger is hereby granted authorization & permission to apply to the National Fish & Wildlife Foundation for the Delaware Watershed Conservation Fund 2023 for a Planning Grant to help fund the development of a recreation & open space plan, on behalf of the Town of Tusten.

5.4 Hire Deputy Town Clerk 3

RESOLUTION # 51-2023

HIRE DEPUTY TOWN CLERK 3

On the motion of Councilman McDonough, seconded by Councilman Triggs the following resolution was,

ADOPTED 5 AYES 0 NAYS

RESOLVED that the Town Board motion to hire Leigh Delaney as Deputy Town Clerk 3 at the pay rate of \$17.85 an hour effective March 1st 2023

6 **PUBLIC COMMENT**

The following comments were heard:

- Mike Farrell

7 **CLOSING ITEMS**

7.1 Board Comment

- Jane Luchsinger- Health Benefits of Open Space 3/16/2023
 - Repair Café 3/18/2023

7.2 Meeting Reminders

Planning Board Meeting Tuesday 3/28/23 7:15 PM

8 **Adjournment**

With no further business to be had, a motion was made by Councilman McDonough, seconded by Deputy Supervisor Jane Luchsinger, All in favor. Town Board Closed the meeting at 7:07PM.

Respectfully Submitted,

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Crystal Weston, Town Clerk
Victoria Strumpfler, Deputy Town Clerk