



# Town of Tusten Town Board Meeting

Regular Meeting Agenda

March 12, 2024

6:30PM

Tusten Town Community Hall & Zoom (890 1678 4280)

## 1 **OPENING ITEMS**

### 1.1 **Call Meeting to Order**

### 1.2 **Pledge of allegiance**

### 1.3 **Presentation**

Buck Moorhead Architect: Tusten Town Hall Spatial Needs Assessment

### 1.4 **Payment of Bills**

**\*\*TABLED\*\***

## 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 763.2 gal of diesel fuel 755.2 gal was for highway and 8 was non highway use.
- Used 289.8 gal of gas 0 was highway and 289.8 was non highway use.
- Patched holes on dirt and paved roads.
- Removed trees in road way Brook, Swamp Pond, Camp rd and cut several on Hankins.
- Replaced pipe on Lake Ridge.
- Made sand salt mix for winter.
- Graded dirt on Mahl's Pond, Lake Ridge and Hankins Road.
- Out on snow removal several times in February
- Start to get summer equipment ready.

### 2.2 **Narrowsburg Water & Sewer District** - *Submitted by NWS Dept.*

February 2024

- Tested wells and sewer plant daily to ensure the drinking water and wastewater quality met federal and state standards. Made adjustments as needed.
- Repaired potholes in the sewer plant driveway.
- Removed sludge from sand bed #3 and returned to service.

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- 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.
- Checked the entire water system for leaks (except areas with plastic lines) with help from New York Rural Water. Found a leak on Route 97 on a service line. When digging it up, the main was hit, due to a 45° elbow relocating the main away from where records show. Repaired main and service line with help from the Highway Dept. Put Route 97 and Cacketown on a boil water notice until 2 lab samples came back good. Boil water notice rescinded on the following Saturday.
- Replaced 3 bad radio head and one broken meter base.
- Flushed a dead-end hydrant after getting a call of discolored water. Got good chlorine at the hydrant.
- Cintas preformed the annual inspection on the fire extinguishers.
- Ordered and set up a backup pump for the sewer plant, incase the pumps or generator at the sewer plant stop working.
- Turned off sand bed #4 to start letting it drain so we can remove sludge.
- Turned off and removed sludge from sand bed #1.
- Submitted the annual DEC Water Withdraw report and DEC Flow Certification report.
- Looked into water and sewer lines/easement for a property on Route 97. Located water main.
- Finished the Annual Water Quality Report and e-mailed it to the Department of Health for review.
- Got both trucks serviced.
- Cleaned and organized the truck utility body, shop, and office.
- Looked into pricing on a new John Deere tractor and a mini excavator/trailer.
- We had Water Leak Dog Detectives, a new company in the area who specialize in finding water leaks with a dog, come check a few of the plastic lines. The dog found 3 possible areas that need further investigation.

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<b>FINANCIAL REPORT FOR</b>	
February 2024	
<b>Narrowsburg Water</b>	
Water Metered Rent	\$ 17,412.90
Service Charge	\$ 811.88
Water Penalty	\$ 410.23
<b>TOTAL RECEIVED \$ 18,635.01</b>	
<b>Narrowsburg Sewer</b>	
Sewer Rent	\$ 119.90
Service Charge	\$ 50.00
Sewer Penalty	\$ -
<b>TOTAL RECEIVED \$ 169.90</b>	
<b>GRAND TOTAL \$ 18,804.91</b>	
<i>Jocelyn Strumpfler Water &amp; Sewer Clerk</i>	

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### 2.3 Building Department/ Code Enforcement - Submitted by Building Dept.

Town of Tusten Building Inspector's Report  
FEBRUARY 2024 Monthly Report

Construction Inspections – 12  
Fire & Safety Inspections – 0

Complaint/Violation Inspections – 0

Certificate of Occupancy Issued – 1

Certificate of Compliance Issued – 7

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Total Permits Issued – 12

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

Accessory Building/Garage – 0  
Camping - 0  
New Comm Const – 0  
Commercial Deck - 0  
Driveway Permit – 0  
Logging Permits – 0  
Pool/Hot Tub – 0  
Roof Structure - 0

Septic Permits – 1  
Sign Permit – 0  
Well – 1

Sidewalk - 0  
Solar Permit – 0

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Permit Renewals - 0  
Flood Plain Permit – 0  
Abstracts/Violation Search – 9

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

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

Monies collected by this office from February 1, 2024 to February 29, 2024 are \$4,128.00

Filed NYS 1203 Report with Dept. of State; Filed US Census Report

### 2.4 Assessor Submitted - by Acting Assessor Peg Harrison

Assessor's report for March 2024

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Ken and I attended the Sullivan County Assessor's meeting held Jeffersonville. Contact with other assessors and listening to their concerns and situations was very informative. The deeds, address changes and bank codes were updated for months January and February. Approximately 180 files are being used in the Department of Taxation full value measurement and we have received the report which is still being discussed. We are asking for a valuation to be increased by 5% in an effort to retain the equalization rate above 27%.

I completed another course, a zoom conference on "Back to Basics."

We have received the renewals on the Forest, Agric, Non-Profit and Enhanced Senior Star exemptions. It remains the practice of this office to print out prior year reports on these exemptions and to follow up with those owners who may not have submitted near the deadline of March 1<sup>st</sup>. This ensures, especially for the Seniors, the exemptions remain in place if for any reason the renewals were overlooked by the individuals. We received two new exemptions, one for forest and one for Enhanced Senior Star. At least for the two months of 2024, having office hours from 6-8p on the first Thursday evening of the month seems to be convenient for most local property owners. My routine has been to be in the office every Thursday from 4p on, allowing me to volunteer at the food pantry when needed.

March begins the review of the assessed values on all construction projects that have begun, in-process or finished since last March.

Respectfully submitted,  
Peg Harrison  
Acting Assessor

### **2.5 Upper Delaware Council** –*by Submitted by Evan Padua*

- The Delaware River Basin Commission will be holding a public meeting in Tusten on June 5th. This meeting will be open to the public, with more details to come.
- Next month's UDC April 4th meeting presenter will be a local Wayne County resident who is now the President of the Pennsylvania Fish and Boat Commission, Public welcome.
- UDC's recommendation of Substantial Conformance for the Pavilion on the flats, will be sent to the NPS for final determination.
- Town of Tusten can apply for the UDC's 2024 shoreline Clean up Grants program, this is separate from the Litter sweep.
- This report has been prepared by Evan Padua Tusten UDC rep.

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### **2.6 Tusten Energy Committee**

### **2.7 Conservation Advisory Council**

### **2.8 Water & Sewer Committee** -Submitted by Kevin McDonough

Letters explaining rate increases to Sewer Only customers would be mailed on Monday March 11.

Dave gave us Delaware Engineering's (DE) plans for the Water Tower and explained that the lack of an easement would require running a line up School Street, an unanticipated undertaking.

Despite DE's best efforts to move things forward, the plans are currently with the State Dept. of Transportation for approval before being sent to the Department of Health. The process is not as far along as we had believed. It was suggested that should we find ourself in April and matters still seemed stalled that a phone call and or letter to Assemblywoman Gunther might expedite things.

Craig had expressed interest in a new tractor. At the last meeting it was suggested that he look into an excavator. Quotes for that came in high and its use would require both the additional expense of a trailer and a new level of licensing for the driver. And the department's truck is not big enough to tow it. So Craig will pursue formal quotes on a tractor.

Dave has not received quotes for a pole barn to replace dilapidated structure on the flats. He will pursue the less expensive option of obtaining a shipping container that can be painted to blend in with the environment.

Two items were discussed that might impact the budget.

### **2.9 Building Committee**

### **2.10 Grants**

### **2.11 Tusten Youth Commission**

### **2.12 Park – Submitted by Greg Triggs**

\*Meetings are the First Monday of the Month at 5pm

- Status of pavilion – bids due by May meeting, June latest, depending on publication date in papers.
  - size, 24X30, 720 sq feet
  - located near swing area if the pavilion moves forward
- First draft of maintenance & booking policies
  - Committee to review & provide feedback next meeting.
- Mowing plan status - status update from Ben, in time for the April meeting
- Dedication of the basketball area, says online it was originally planned as a tribute to Bruce Denny - discussion.
  - July 8, 1951 to January 21, 1973

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- His full name was Arthur Bruce Denny
- He was a senior at Gettysburg College
- 1969 (based on his birthday) graduate of the town HS
- His parents were Helen F. Fordham Denny, passed in 2005 and John Denny, passed in 1976
- They owned the Chevy dealership where the fire department building now sits
- They lived on Irish Hill
- The dedication was discussed before any of the current board was elected
- It appears that his HS class donated the money that paid for the original asphalt
  - Jane will research via Historical Society and report back next meeting
  - Mike suggests stenciling for dedication. Current trend in arenas, facilities.
- Basketball court, rules of conduct - should something be posted
  - First Draft for the next meeting. To be written by Greg.
- MG Park Signage, needs to be updated
  - Inventory next meeting. To be written by Greg.
- Committee name – discussion
  - Parks & Public Spaces
- Public Comment
  - Anthony, regarding cost of bathrooms, currently not designed. Why?
  - Naomi, hoping pavilion is not approved without knowing the cost of the bathrooms. Would bathrooms being closed for the winter mean the pavilion would also have to close seasonally? Please include recycling containers in the MG Park trash can plan as it moves forward.
  - Mike, discussion of soccer pitch, asked how many pavilions are in Tusten.
  - Anthony & Mike raised concerns about staffing the maintenance plan.
  - Crystal, volleyball grant will not move forward due to bid timing. Also, park rules & regs should take bicycles, scooters and skateboards into consideration
- Board Comment/Updates
  - Design did go out to bid last year. No bids were received.
  - Beautification Representative will be invited to next meeting.
  - Ben to talk with highway department about reseeding and leveling out trenches near the new mound and removed workout equipment and garden area.
- Adjourn
  - NEXT MEETING – Monday, April 1, 5pm

### **3 PUBLIC COMMENT**

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

# Town of Tusten

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### 4 OLD BUSINESS

#### 4.1 Park Pavilion

### 5 NEW BUSINESS

#### 5.1 Litter Pluck Opportunities

- **Litter Pluck April 1 thru Oct 31.** Litter plucked from Sullivan County Roads and Public Trails accepted **"FREE"** at County operated Transfer Stations **with Coupon Tickets** which are available at your Town Clerks Office! \*More info on our website!
- Litter Pluck April **20, 2024** with the Narrowsburg Beautification

Litter Leader 2024 : Brandon Kent

Motion to authorize the Narrowsburg Beautification Group to host a Litter Pluck on Saturday April 20, 2024 sponsored by the Upper Delaware Council from 10:00 am – 2:00 pm. The Town of Tusten hereby agrees to supply a truck for the litter.

#### 5.2 Spring Clean Up

Tusten has been allocated 25 tons. Spring Clean up needs to be set April 15 – May 15 and Fall Clean up Sept 15 – Oct 15

Motion to authorize the Supervisor to sign the Municipal Cleanup Agreement with Sullivan County Dept of Solid Water and Recycling for the Spring & Fall Cleanup on behalf of the Tusten Town Board.

Motion to set Spring Clean Up to be Saturday April 20, 2024 9-2

#### 5.3 Highway

- Excavator  
Motion to authorize the purchase of a Kubota Excavator in the amount of \$116,000.00 from Marshal Machinery

Kubota is on a State Bid

- Sand & Stone  
Motion to advertise request for bids for Highway Sand & Stone

#### 5.4 TBD

### PUBLIC COMMENT

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

# Town of Tusten Town Board Meeting

## CLOSING ITEMS

Board Comment  
Meeting reminder

Adjournment