

TOWN BOARD TOWN OF LIBERTY DEPT. HEAD / WORKSESSION MEETING
TOWN HALL 120 NORTH MAIN STREET, LIBERTY, NY 12754
IN PERSON & ONLINE VIA ZOOM
TUESDAY, AUGUST 2, 2021
TIME: 6:30 P.M.

PLEDGE OF ALLEGIANCE

CORRESPONDENCE

1. Email from Bill Liblick regarding a fall at Presidential Estates.
2. Correspondence from Jeremy & Esther Cohen asking to be connected to the Liberty Sewer.
3. Correspondence sent by Finance Director Cheryl Gerow regarding the Kelly Bridge Road Solar Project Decommissioning Agreement w/ Delaware River Solar, LLC.
4. Correspondence from the NYS Parks & Recreation and Historic Preservation regarding Hillig Castle.
5. Correspondence from the NYS Homes and Community Renewal regarding the Town's request for a waiver for the income survey for the NYS DCBG Program Proposed 2021 Application.
6. Correspondence from Sullivan Renaissance regarding the Consolidated Funding for the New York Main Street Project at 6 Wierk Avenue in Liberty.
7. Email from Scott Grennon notifying the Town that the New York Power Authority and Michels Power are nearing commencement of their Communications Backbone Program-Utica to Coopers Corners UCC2-41, OPGW Installation.
8. Correspondence from the NYS Dept. of Transportation regarding SEQR Notice of Environmental Determination PIN 9807.28 Scour Protection Project.
9. Correspondence from the Village of Liberty regarding "flower sponsorship".
10. Correspondence from the NYS Homes and Community Renewal for the grant closeout NYS CDBG #641PW57-17.
11. Email notification of partial payment from the Federal American Rescue Plan Act in the amount of \$269,463.14 with the second half to be distributed the summer of 2022.

DEPARTMENT HEAD REPORTS

- Assessor
- Building
- Dog Control
- Finance
- Highway Discuss Shore Rd.
- Park & Rec
- Town Clerk
- Water & Sewer
- Delaware Engineering

NEW BUSINESS

1. Approval to pay voucher to Kytt MacManus in the amount of \$32,286.80 for 857 Parksville Rd.
2. Approval of proposal by Underwater Solutions, Inc., to inspect and clean the WSS 300,000 Steel water storage tank in the amount of \$6,980.00.

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DISCUSSION.

1. Wellsite
2. Employee Personnel Policy

PUBLIC COMMENT

BOARD DISCUSSION

EXECUTIVE SESSION - Personnel

ADJOURN

Join Zoom Meeting

<https://us02web.zoom.us/j/84436924487?pwd=a3FRWGJnUTBNZlIwK3BzdKpUREIXZz09>

Meeting ID: 844 3692 4487

Passcode: 12754

One tap mobile

+19292056099,,84436924487#,,,,*12754# US (New York)

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 844 3692 4487

Passcode: 12754

Find your local number: <https://us02web.zoom.us/j/kc7R9a1PU9>

Laurie Dutcher

From: Bill Liblick <talkerbill@aol.com>
Sent: Sunday, July 25, 2021 11:45 PM
To: supervisor-demayo@townofliberty.org; brian_mcphillips@yahoo.com; dfarr0804@aol.com; vmcphillips@labellapc.com; l.dutcher@townofliberty.org; dewitt361@gmail.com; tpellam@hvc.rr.com; c.gerow@townofliberty.org; libertydpw@hvc.rr.com
Cc: swanlakeny@gmail.com; m_berlin2@yahoo.com; Etkaberlin@gmail.com; allen@eckers.com; skrause@zeklaw.com; swanlaker@aol.com; sythetailor@aol.com; Bill Liblick; presidentialmanager@gmail.com
Subject: PRESIDENTIAL ESTATES - Fwd: Improve lighting

For over a year the town street lights have been out by and near the Berlins home at 24 Post Road in Presidential Estates. We have made repeated requests to do something about this to no avail.

Our Managing Agent Michael Barton has been in continual contact with Town of Liberty Officials.

Last Monday night the Berlins were part of the town board meeting (on zoom) when I spoke to all of you about the dangerous conditions in Presidential Estates regarding of street lights and town roads.

On Saturday night our worst fears began to happen as Elaine Berlin fell on the town road. There is no excuse for this - NONE AT ALL.

Now - Poor Elaine Berlin has a broken foot because of this negligence.

BILL LIBLICK
PRESIDENT
PRESIDENTIAL ESTATES HOMEOWNERS ASSOCIATION
PO BOX 401
SWAN LAKE, NEW YORK 12783

-----Original Message-----

From: Mitchell Berlin <m_berlin2@yahoo.com>
To: Bill Liblick <talkerbill@aol.com>
Sent: Sun, Jul 25, 2021 3:59 pm
Subject: Improve lighting

Elaine broke her foot last night

Send this to the town

Thanks

Mitchell

Sent from Yahoo Mail on Android

Friday, July 16, 2021

Board of the Town of Liberty
Mr. Frank DeMayo, Supervisor
120 N. Main Street
Liberty, NY 12754

Dear Mr. DeMayo and Town Board Members,

We hope this letter finds you all well. We have recently moved to Sullivan County and are enjoying it very much.

Our house is located at 4707 State Route 55 along the border between Swan Lake and the town of Bethel. The mailing address is Swan Lake, and we pay our property taxes to Liberty. We are connected to Liberty town water and pay our water bill to Stevensville Water. However, most of the property is on the Bethel side.

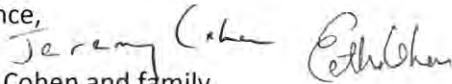
We are writing in the hopes that you will consider allowing us to connect to the Liberty town sewer. Until now, the house has used a septic tank. At this point the tank's lid has dissolved and sewage is rising up out of a pit in the ground and leaking onto the property. Obviously these unsanitary conditions have to be fixed immediately. We have the choice of a new septic tank or connecting to the sewer system. As the Liberty sewer runs along Mt. Hope Road, right outside our property, we think that this might be the best and most sanitary option.

We understand that you have periodic meetings, and we hope that you will consider our request.

Thank you in advance,

Jeremy and Esther Cohen and family

4707 State Route 55
Swan Lake, NY 12783



COPY

Town of Liberty Finance Office
120 North Main Street
Liberty, New York 12754
Phone (845) 292-5772
Fax (845) 292-1310
c.gerow@townofliberty.org

Earl C. Bertsch
Senior Accountant

Cheryl Gerow
Director of Finance

July 20, 2021

Generate
C/O Alyssa Kruger
555 De Haro Street Suite 300
San Francisco, CA 94107

VIA email: assetmgmt@generatecapital.com and alyssa.kruger@generatecapital.com

RE: Kelly Bridge Road Solar Project Decommissioning Agreement
Delaware River Solar, LLC

Dear Mr. Dolgos:

As per the Decommissioning Agreement between the Town of Liberty and NY Liberty I, LLC ("Owner") dated June 5, 2017, on each anniversary date of the issuance of the building permit for the project, Owner agrees to deposit an additional 2.5% of the then existing amount in the Decommissioning Account on the Anniversary Date as described in the attached Schedule I.

The building permit for this project was issued on August 21, 2018. Please submit the additional deposit of \$2,837 to the above address by August 21, 2021.

Thank you.

Sincerely,



Cheryl Gerow

Cc: Frank DeMayo, Supervisor
Tammy Wilson, Planning Board Secretary



Parks, Recreation and Historic Preservation

ANDREW M. CUOMO
Governor

ERIK KULLESEID
Commissioner

July 15, 2021

Frank DeMayo
Supervisor, Town of Liberty
120 North Main Street
Liberty, NY 12754

Re: Hillig Castle
165 Castle Road
Liberty, NY 12768
Sullivan County

Dear Frank DeMayo:

We are pleased to inform you that the property, noted above, will be considered by the New York State Board for Historic Preservation at its next meeting, **September 9, 2021**, for nomination to the National and State Registers of Historic Places. These registers are the official lists of properties that are significant in history, architecture, engineering, landscape design, and culture. Listing in the registers provides recognition of our national, state and local heritage and assistance in preserving it. Enclosed is a copy of the criteria under which properties are evaluated for listing.

Listing in the National and State Registers affords properties a measure of protection from the effects of federal and/or state sponsored or assisted projects, provides eligibility for certain federal and/or state tax credits and renders properties owned by non-profits or municipalities eligible for state preservation grants. In general, there are no restrictions placed upon private owners of registered properties. The results of listing are explained more fully in the attached fact sheet.

Owners of private properties proposed for listing in the National Register must be given the opportunity to concur in or object to the listing. If you are the sole owner of the property proposed for listing and you submit a notarized objection to the listing, the property cannot be listed. If there is more than one owner, a majority of the private owners must submit notarized objections in order to prevent listing. Each private property owner has one vote regardless of what portion of a single property that party owns.

If a property owner wishes to object to the proposed listing, he/she must submit a notarized acknowledgement that he/she is the owner of the property in question and that he/she objects to the proposed National Register listing. Objections must be submitted before the property is listed.

If a property cannot be listed because of owner objection, the SHPO will submit the nomination to the Keeper of the National Register for a determination of eligibility for listing. Properties formally determined eligible for National Register listing by the Keeper are subject to the same protection from the effects of federally sponsored or assisted projects as are listed properties. There are no provisions in the New York State Historic Preservation Act that allow an owner to prevent listing in the State Register by means of objection.

New York State Office of Parks, Recreation and Historic Preservation

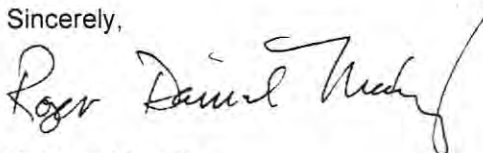
Division for Historic Preservation, Peebles Island, PO Box 189, Waterford, New York 12188-0189

● 518-237-8643 ● <https://parks.ny.gov/shpo> ●

If you wish to comment on whether or not the property should be nominated to the National and State Registers, please send your comments to the SHPO at the address below. Comments must be received by **September 8, 2021**, in order to be considered by the State Board for Historic Preservation when it reviews this district.

A draft copy of the proposed nomination will be posted on our web site (www.nysparks.com/shpo) prior to the board meeting. For more information, contact Kathleen LaFrank, Division for Historic Preservation, Peebles Island State Park, P.O. Box 189, Waterford, New York 12188, (518) 268-2165 or via email at Kathleen.lafrank@parks.ny.gov.

Sincerely,



R. Daniel Mackay
Deputy Commissioner for Historic Preservation and
Deputy State Historic Preservation Officer

Enclosure: NYS and National Registers of Historic Places National Register Criteria for Evaluation
NYS and National Registers of Historic Places Frequently Asked Questions
NYS Historic Homeownership Rehabilitation Tax Credit Program
Federal and NYS Historic Preservation Tax Credit Programs

FEDERAL AND NEW YORK STATE HISTORIC PRESERVATION TAX CREDIT PROGRAMS

Help for Historic Income-Producing Properties

Owners of historic commercial, office, industrial, agricultural or residential rental properties may be eligible for 20% federal and 20% state historic preservation income tax credits for rehabilitation projects.

PROGRAM ELIGIBILITY:

- You must own an income-producing property.
- The property must be listed on the New York State and National Registers of Historic Places individually or contributing to a listed historic district; or in the process of listing
- All the work must be approved by the Division for Historic Preservation before you begin.
- To apply for the state preservation tax credit, the property must also be located in an eligible census tract as well as qualify for the federal credit.

The rehabilitation work must follow the Secretary of the Interior's Standards for Rehabilitation (visit nps.gov/tps/standards.htm), which focuses on repairing historic materials, retaining character-defining features and preserving important interior spaces. The credit does not cover new construction outside the existing footprint of the historic

GENERAL GUIDELINES

- Contact the division for assistance early in the project planning process before you begin work.
- Projects are reviewed by the division prior to submission to the National Park Service, which is responsible for final tax credit project approval.
- The tax credits are a dollar-for-dollar reduction in federal and state tax liability.
- The cost of the rehabilitation must be equal to or greater than the adjusted basis of the property; basically, the adjusted basis is the value of property minus the value of the land.
- The three part application includes: 1. Evaluation of the property's significance; 2. Description of the proposed rehabilitation; and 3. Certification of completed work.

QUICK TIPS

- Thoroughly photograph the inside and outside of your building to document its existing, pre-rehabilitation condition.
- Historic windows, significant interior spaces and original floor plans are important, character-defining features that require careful consideration and appropriate treatment during project planning and construction.

FREQUENTLY ASKED QUESTIONS

What is a preservation tax credit?

It is a set percentage of the final historic rehabilitation costs subtracted from the amount of federal and/or state income taxes owed.

How are the federal and state tax credit programs different?

While both programs offer credits equal to 20% of the rehabilitation costs respectively, the state credit is limited to properties that are located in eligible census tracts. Additionally, the state tax credit is capped at \$5 million in credits—there is not a cap on the federal credits. In order to receive the state credit, the project must be approved for the federal program. For more information, visit parks.ny.gov/shpo/tax-credit-programs/ or call 518-268-2213 to speak to the division staff member assigned to the location of your potential project.

What kind of work qualifies?

All interior and exterior rehabilitation work is eligible for the tax credits as long as it follows the Secretary of the Interior's Standards for Rehabilitation, including work that adapts the property for contemporary use or improves its energy efficiency. The programs essentially cover the entire historic building, from foundation to roof, inside and out.

How can I find out if my property is listed in the New York State and National Registers of Historic Places?

Visit parks.ny.gov/shpo/online-tools/ for access to the division's Cultural Resource Information System (CRIS) or call 518-268-2213 for State and National Registers program assistance.

What if my property is not listed on the Registers?

The division can help you determine if your property is eligible for State and National Registers listing and, if so, provide assistance on the nomination process. Although listing is a program requirement, the property does not have to be listed before you begin the project.

Can the preservation tax credits be used in combination with other public funding programs?

Yes. A variety of federal and state incentive programs can be used in conjunction with the preservation tax credits, such as community development grants and low-income housing credits.

What is the review and approval process?

The division is your primary contact, reviewing your application materials throughout project planning and construction, providing technical assistance and advice, requesting information as needed and submitting your application materials to the National Park Service for review & approval.

What recent changes have been made to the federal and NYS historic tax credit programs?

With the passage of federal tax reform, the federal historic tax credit is now required to be claimed over a five year period. In response to this, NYS provided a reauthorization to the NYS program to 2024, and included a provision that allows the NYS credit to be claimed in a single year. Additionally, NYS has provided an extension to formerly eligible census tracts until April 2020.

FREQUENTLY ASKED QUESTIONS

If I want to apply for the credit, what should I do?

For more information, the application, or to find out if your house is eligible, please visit <https://parks.ny.gov/shpo/tax-credit-programs/> or call 518-268-2213 to speak to the DHP staff member who covers your municipality.

Can I make my house more energy efficient?

Yes. As long as the work does not alter the house's overall historic appearance. High efficient heating systems, solar installation, insulation, and other weatherization projects may be eligible expenses. Please note that existing wood windows can be made more energy efficient with proper repair, including the installation of weather stripping and interior or exterior storm windows, which are additionally eligible expenses.

Can I replace my windows?

Window replacement is an eligible expense if the existing windows are not historic or cannot be repaired due to severe deterioration. You must provide photographs of the windows to show their condition and the proposed replacements must be approved by the division. Vinyl or vinyl clad windows are generally not acceptable. If you are approved for replacements, staff will request the product information for the proposed windows.

Can I install vinyl siding on my house?

Replacing repairable historic material is never recommended; however, if the historic material cannot be repaired because of the extent of the damage, we recommend that the material is replaced in-kind. The use of modern materials over existing wood or masonry may lead to future moisture damage to the structure and will diminish the historic appearance of the building.

Can I use the credit if I have a rental unit in my house?

Yes. Generally, only the work associated with the homeowner-occupied portion of the house is eligible. There is a formula to include repairs of the property to areas of the home that are shared with your tenants. Please contact your DHP representative for more information. Additionally, your house may be eligible for historic preservation tax incentives for commercial properties.

When can I take the tax credit?

This historic tax credit is taken in the year that the owner receives a Certification of Completion from the Division for Historic Preservation; the certificate is issued when work is completed and Part 3 of the tax credit application is submitted and approved.

What if I am unable to use all/any of the credit?

The credit can be carried over to subsequent years until it is used. If your household adjusted gross income is below \$60,000, the unused credit will be issued as a refund.

Can I pass the credit on to a new buyer?

Yes. If you receive certification for the completed work, or approval of Part 3 of the application, and want to pass the entire credit on to the first purchaser, you may. The buyer needs to live in the house, and needs to claim the credit within five years of certification. This can be useful if you are selling the house or for an organization that does not pay taxes to rehabilitate historic buildings and improve neighborhoods.

NEW YORK STATE HISTORIC HOMEOWNERSHIP REHABILITATION TAX CREDIT PROGRAM

HELP FOR HOMEOWNERS OF HISTORIC

If you are the owner of a house that is listed in the State and National Registers of Historic Places individually or as a contributing to a listed/certified historic district AND it is located in an eligible census tract, you may qualify for a state historic tax credit equal to 20% of the repair costs

TO APPLY:

- You must own and live in the house.
- The repair costs must exceed \$5,000 and you must spend at least 5% on exterior work.
- All the work must be approved by the Division for Historic Preservation (DHP) before you begin.



Buffalo

QUALIFIED EXPENSES:

Exterior and interior work is eligible and you can undertake a variety of repairs and/or replacements as long as the work does not significantly change your house's overall historic appearance, including but not limited to:

- Structural systems, including foundations, floor joists and ceiling and attic rafters.
- Roofs, including roof coverings, rafters, fascia, soffits, gutters and downspouts.
- Interior work, including floors, walls, stairs, ceilings and trim around windows and doors.
- Utility systems, including heating, ventilation, air conditioning, electrical and plumbing systems as well as fire safety and security systems.
- Windows and doors, including glass, frames, shutters, hardware and storm windows.
- Exterior walls, cornices, porches and foundations, including siding, dormers, brackets, columns, railings, stairs, window and door trim, concrete or masonry walls and chimneys.
- Weatherproofing, including caulking, weather-stripping and some insulation upgrades.

Please note that the credit does not apply to work outside the footprint of the house, such as new additions, landscaping, driveways, fencing, or detached garages.

New York State and National Registers of Historic Places

FREQUENTLY ASKED QUESTIONS

Can an owner object to having his or her property listed on the registers? Yes. Private property owners may object to National Register listing. If the property has one owner, that owner's objection will prevent the listing. If the property has multiple owners, the majority of the owners must object in order to prevent listing. For properties with multiple owners, such as districts, objections only count toward the listing of the district as a whole. No one owner can exempt himself or herself from listing in a district by means of an objection. Although the State Register does not recognize owner objections, it is the policy of the SHPO to avoid listings with significant objections and to work with nomination sponsors and communities to provide information and education about the registers program.

How long does it take to get a property listed? The length of time required for the preparation and review of an individual nomination is typically twelve months or longer, depending on the quality of the application and staff workloads. Historic districts generally require at least a year to account for their greater complexity and the additional need for public comment.

How do the State and National Registers differ from local landmark designation? State and National Registers listing should not be confused with local landmark designation. Many communities have enacted local landmark ordinances that establish commissions with the authority to review proposed work on locally designated properties. These commissions are established and operated independently from the State and National Registers, which do not regulate the actions of private property owners unless state or federal funds are used or a state or federal permit is required. National Register listing does not automatically lead to local landmark designation, and local districts often differ from those listed on the registers.

Must owners of listed buildings open their buildings to the public? No. There is absolutely no requirement to open register-listed properties to the public.

Will a property owner be able to leave his property to his children or anyone else he/she wishes? Yes. Listing on the registers in no way affects the transfer of property from one owner to another.

Will listing on the State and National Registers, either individually or in a historic district, affect local property taxes or zoning? No. Listing has no direct bearing on any of these local actions.

How can an owner get a State and National Registers plaque to display on his or her building? Although the SHPO does not provide plaques, a list of manufacturers is available upon request.

How does listing protect a building and its surroundings? The registers are a valuable tool in the planning of publicly funded, licensed or permitted projects. Government agencies are responsible for avoiding or reducing the effects of projects on properties that are eligible for or listed on the registers. Listing raises awareness of the significance of properties, helping to ensure that preservation issues are considered early and effectively in the planning process.

How do I find out if my building is already listed? Check out the SHPO's online database, the Cultural Resource Information System (CRIS), which is on our website here: <https://cris.parks.ny.gov>. Here, you can enter as a guest, hit the "Search" button at the top of the page, and search with the address, name of the property, or search by zooming into the map. Your building may not already be listed, but we may have some preliminary information already in CRIS. For more guidance, contact your National Register Unit representative.

Where can I find out more about the State and National Registers? Contact the Division for Historic Preservation at (518) 237-8643, visit our website at <https://parks.ny.gov/shpo/national-register/> or see the National Park Service website at <https://www.nps.gov/subjects/nationalregister/index.htm>.



New York State and National Registers of Historic Places

FREQUENTLY ASKED QUESTIONS

What are the State and National Registers of Historic Places? The State and National Registers are the official lists of properties significant in history, architecture, engineering, landscape design, archeology, and culture. Properties may be significant in local, state and/or national contexts. More than 120,000 properties in New York have received this prestigious recognition.

What qualifies a property for listing on the registers? The registers recognize all aspects of New York's diverse history and culture. Eligible properties must represent a significant historic theme (e.g., architecture, agriculture, industry, transportation) and they must be intact enough to illustrate their association with that theme. Properties must usually be more than 50 years of age to be considered for listing.

What are the benefits of being listed on the registers? The State and National Registers are a recognized and visible component of public and private planning. The registers promote heritage tourism, economic development and appreciation of historic resources. Benefits include:

- Official recognition that a property is significant to the nation, the state, or the local community.
- Eligibility to apply for the state homeowner tax credit and/or the state and federal commercial historic rehabilitation tax credits.
- Eligibility (not-for-profit organizations and municipalities only) to apply for New York State historic preservation grants. Other grants, also requiring listing, may be available through other public and private sources.
- Properties that meet the criteria for registers listing receive a measure of protection from state and federal undertakings regardless of their listing status. State and federal agencies must consult with the SHPO to avoid, minimize, or mitigate adverse effects to listed or eligible properties.

Will State and National Registers listing restrict the use of a property? If you are not using federal or state funds to complete your project (e.g. a grant or tax credit, CD funds, a Main Street Grant) and you do not require a state or federal permit to undertake it (e.g. DEC permit), you are free to remodel, alter, paint, manage, subdivide, sell, or even demolish a National or State Register listed property (as long as you comply with local zoning). If state or federal funds are used or if a state or federal permit is required, proposed alterations may be reviewed by SHPO staff if the property is either listed or determined eligible for listing.

What kinds of properties can be included in the registers? Buildings and structures such as residences, churches, commercial buildings and bridges; sites such as cemeteries, landscapes and archaeological sites; districts, including groups of buildings, structures or sites that are significant as a whole, such as farmsteads, residential neighborhoods, industrial complexes and cultural landscapes; and objects, such as fountains and monuments.

What is a historic district? A historic district is a group of buildings, structures, and sites that are significant for their historical and physical relationships to each other. Properties in districts are not usually significant individually but gain meaning from their proximity and association with each other. A district may include any number of properties.

What is the process for listing a property on the registers? To begin, an application must be submitted to the State Historic Preservation Office (SHPO) for evaluation. If the property is determined eligible for listing, the nomination sponsor is responsible for providing documentation that describes the property's setting and physical characteristics, documents its history, conveys its significance in terms of its historic context, and demonstrates how it meets the register criteria. The New York State Board for Historic Preservation reviews completed nominations. If the board recommends the nomination, the New York State Historic Preservation Officer (Commissioner of the Office of Parks, Recreation and Historic Preservation) lists the property on the State Register and forwards it to the National Park Service for review and listing on the National Register.

New York State Historic Preservation Office • nysparks.com/shpo



Parks, Recreation
and Historic Preservation

New York State and National Registers of Historic Places

NATIONAL REGISTER CRITERIA FOR EVALUATION

The following criteria are used to evaluate properties for listing on the National and State Registers of Historic Places. The quality of significance in American history, architecture, archaeology, engineering, and culture is present in districts, sites, buildings, structures and objects that possess integrity of location, design, setting, materials, workmanship, feeling and association and

Criterion A: that are associated with events that have made a significant contribution to the broad patterns of our history; or

Criterion B: that are associated with the lives of persons significant in our past; or

Criterion C: that embody the distinctive characteristics of a type, period, or method of construction or that represent the work of a master; or that possess high artistic values, or that represent a significant distinguishable entity whose components may lack individual distinction; or

Criterion D: that have yielded, or may be likely to yield, information important in prehistory or history.

Ordinarily cemeteries, birthplaces, or graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the past 50 years shall not be considered eligible for the State and National Registers. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

- A. a religious property deriving primary significance from architectural or artistic distinction or historical importance; or
- B. a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or
- C. a birthplace or grave of a historical figure of outstanding importance if there is no other appropriate site or building directly associated with his productive life; or
- D. a cemetery that derives its primary significance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events; or
- E. a reconstructed building when accurately executed in a suitable environment and presented as part of a restoration master plan, and when no other building or structure with the same association has survived; or
- F. a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own historical significance; or
- G. a property achieving significance within the past 50 years if it is of exceptional importance.

New York State Historic Preservation Office • nysparks.com/shpo



Parks, Recreation
and Historic Preservation

supervisordemayo@townofliberty.org

From: Mattison, Ben (NYSHCR) <Ben.Mattison@nyshcr.org>
Sent: Tuesday, July 27, 2021 11:41 AM
To: supervisordemayo@townofliberty.org
Cc: Philion, Charles (HCR); n.rusin@townofliberty.org
Subject: Town of Liberty Income Survey Waiver
Attachments: Town of Liberty Income Survey Waiver.pdf

Dear Supervisor DeMayo:

Attached please find OCR's response to the Income Survey Waiver request submitted by the Town. Please note that no hard copies of this letter will be sent.

Best,

Ben Mattison
Community Developer

Check out NYS CDBG Funding Opportunities for [CFA](#) and [CARES Act](#).

OCR Staff have begun returning to the office effective July 6, 2021. Please submit payment requests and other grant documents electronically to ensure timely processing

NYS Homes & Community Renewal
Office of Community Renewal
Hampton Plaza
38-40 State Street, 4 South
Albany, NY 12207-2804
(518) 474-2057 Fax: (518) 474-5247
ben.mattison@nyshcr.org
<https://hcr.ny.gov/community-renewal>

For NYS CDBG funding information, please go to the OCR website at <http://www.nyshcr.org/Funding/>.

Technical assistance is always available, please contact OCR.



Homes and Community Renewal

ANDREW M. CUOMO
Governor

RUTHANNE VISNAUSKAS
Commissioner/CEO

July 22, 2021

Honorable Frank DeMayo
Town of Liberty
120 North Main Street
Liberty, NY 12754

Re: Request for Waiver for Income Survey
NYS CDBG Program Proposed 2021 Application

Dear Supervisor DeMayo:

The Office of Community Renewal (OCR) is in receipt of the Town of Liberty's request for a waiver of the income survey requirements for the Town's proposed application for the 2021 New York State Community Development Block Grant (NYS CDBG) Competitive Round that may be submitted through the CFA.

The Town has requested that the OCR accept the results of an income survey that was completed in 2015 and which will be used to support the Town's 2021 competitive application for the additional public infrastructure improvements. The survey results would be more than thirty-six (36) months old at the time an application for the 2021 competitive would be submitted, therefore the Town is requesting a waiver to the requirement that survey results be less than 36 months old at the time of submission of an application. A review of the survey methodology and results for the proposed 2021 application appears to indicate that the survey was completed in compliance with CDBG requirements. The Town's request for a waiver is hereby approved and the Town may use the income survey result that was completed in 2015 for a 2021 competitive application.

In the proposed 2021 CDBG Competitive Application, the Town must clearly demonstrate that the service area for the 2021 application is identical with prior projects. The Town must also include a copy of this waiver, a copy of the original survey instrument, survey methodology, survey results and maps identifying the service area of the 2021 service areas.

If the Town has any additional questions or needs additional information, please contact me (518) 474-2057 or e-mail at charles.philion@hcr.ny.gov.

Sincerely,

Charles Philion
Program Director
Office of Community Renewal

Nick Rusin, Town of Liberty



| *Building beautiful, active communities*

July 26, 2021

Supervisor Frank DeMayo
Town of Liberty
120 North Main Street
Liberty, NY 12754

Re: Consolidated Funding Application for the New York Main Street Project

Dear Supervisor DeMayo:

I am writing to express support for the Town's Consolidated Funding Application (CFA) for the New York Main Street Project at the currently vacant three-building complex at 6 Wierk Avenue in Liberty NY.

Sullivan Renaissance is a beautification and community development initiative of the Gerry Foundation. Over the last two decades we have invested grants, technical assistance and other resources to volunteers, community organizations, the Village and Town of Liberty in support of efforts to create and care for public spaces; and to revitalize Main Street and the surrounding areas.

We are encouraged by the potential for 6 Wierk Avenue as we understand the intent of the project to build new, affordable residential units and office space as well as to launch a full-service day care. Any of these individual projects is needed and would have an impact in and around the Village and Town of Liberty. The potential for the proposed mixed-use development is transformative! It will bring people and activity to the Village and onto Main Street; and will be a strong contributor to a steady grown and revitalization in Liberty.

We hope that the NY Main Street program and the CFA process will look favorably upon the project. We look forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads "Denise Frangipane".

Denise Frangipane
Executive Director

From: Scott Grennon <sgrennon@michels.us>
Sent: Friday, July 23, 2021 12:32 PM
To: supervisordemayo@townofliberty.org
Subject: NYPA Communications Backbone Program – Utica to Coopers Corners UCC2-41 - Tentative Schedule
Attachments: Liberty_NYPA UCC2-41 - Notification Letter - 05.06.21.pdf

Supervisor DeMayo,

The New York Power Authority and Michels Power Michels Power are nearing commencement of our Communications Backbone Program – Utica to Coopers Corners UCC2-41, OPGW Installation.

The following is a listing of Town of Liberty Roadways with Tentative dates that we will be crossing such with the OPGW Line.

Please allow a day or two buffer of activities in the event of schedule issues

If any major changes to schedule occur I will re-notify you of such.

08.04.21

1. CR 149 (Shandelee Road)
2. CR 149 (Shandelee Road)
3. Cattail Road

08.02.21

4. Wards Road
5. Wards Road
6. Lenape Lake Road
7. Dessecker Road
8. CR 145 (Dahlia Road)
9. Fox Mountain Road

7.30.21

10. Scheibe Road
11. Old Loomis Road
12. Corrigan Lane
13. NY 52
14. Lake Marie Road
15. Kelley Bridge Road
16. NY 55 (CR 15, Liberty Road)
17. NY 55 (CR 15, Liberty Road)
18. Blackfoot Trail
19. Devaney Road
20. CR 74 (Stanton Corner Road)

If you should have any questions or comment I can be reached at this email or 518 925-0945

Thank you

Scott Grennon

Project Manager

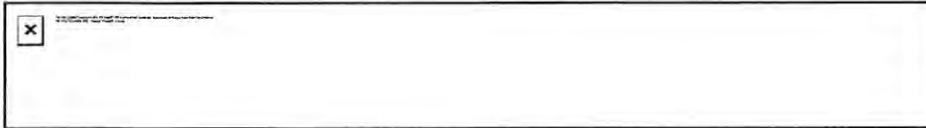
Michels Power, Inc.

office: 315.451.1913 | cell: 315.632.8915

sgrennon@michels.us

5870 Fisher Rd | East Syracuse, NY 13057

Please send all bid & estimate requests to powerbids@michels.us.



THE INFORMATION CONTAINED IN THIS COMMUNICATION MAY BE CONFIDENTIAL, AND/OR LEGALLY PRIVILEGED, AND IS INTENDED ONLY FOR THE USE OF THE RECIPIENT(S) NAMED ABOVE. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION, OR COPYING OF THIS COMMUNICATION OR ANY OF ITS CONTENTS IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY THE SENDER AND DELETE THE COMMUNICATION IN ITS ENTIRETY.



May 6, 2021

Frank DeMayo
Town Supervisor
Town of Liberty
2751 Route 52
Liberty, NY 12754

RE: NYPA Communications Backbone Program – Utica to Coopers Corners UCC2-41

Dear Mr. DeMayo,

The multiphase Communications Backbone initiative, first announced in 2017, involves the installation of fiber optic cables and other communications systems connecting NYPA's 16 power generating facilities and 1,400 miles of transmission infrastructure to its White Plains office and the Integrated Smart Operations Center. NYPA's Communications Backbone initiative is currently underway across the state. It replaces legacy leased communication circuits with new infrastructure that will increase available bandwidth as more digital assets and sensors come online via NYPA's concurrent Sensor Deployment program aimed at adding approximately 100,000 data points—or units of information—for monitoring NYPA equipment. When the Communications Backbone initiative is complete, NYPA will have a dedicated, robust, secure and scalable communication network connecting all its facilities. The network will replace previous technology, increase the quantity and quality of available information on NYPA's physical assets, and communicate potential equipment problems remotely. The Communications Backbone initiative is a foundational element in the Power Authority's smart generation and transmission and asset management strategic initiatives and a critical component in NYPA's ambition to become the first end-to-end digital utility in the United States.

The Marcy South Transmission Line from Utica to Fraser to Coopers Corner (UCC2-41) is an integral part of the Communications Backbone initiative. The existing static wire along this corridor is slated to be replaced with Optical-Fiber Ground Wire (OPGW). This OPGW replacement requires construction services on within the existing NYPA right-of-way through Liberty. The timely replacement and upgrade of this portion of the transmission line is critical to the entire Communications Backbone infrastructure.

To support the Communications Backbone initiative, Michels Power, Inc. has been contracted by NYPA to perform construction services in support of the initiative. OPGW installation is planned for the transmission line from Utica/Deerfield, NY in Oneida County to Thompson, NY in Sullivan County. Construction will begin in June 2021 and will be completed in August 2021. Michels Power, Inc. will contact you prior to starting work in your municipality. The following list indicates the planned road crossings within the Town of Liberty and the attached documents provide additional information on the project. NYPA and Michels Power, Inc. have coordinated with all applicable State and County agencies for this work.

MICHEL'S[®]

POWER, INC.

1. CR 149 (Shandeleer Road)
2. CR 149 (Shandeleer Road)
3. Cattail Road
4. Wards Road
5. Wards Road
6. Lenape Lake Road
7. Dessecker Road
8. CR 145 (Dahlia Road)
9. Fox Mountain Road
10. Scheibe Road
11. Old Loomis Road
12. Corrigan Lane
13. NY 52
14. Lake Marie Road
15. Kelley Bridge Road
16. NY 55 (CR 15, Liberty Road)
17. NY 55 (CR 15, Liberty Road)
18. Blackfoot Trail
19. Devaney Road
20. CR 74 (Stanton Corner Road)

As indicated through correspondence between yourself and WSP, we understand that there are no permitting requirements mandated by the Town of Liberty. Michels Power, Inc. intends to coordinate more closely with the Town as the project schedule develops.

The Communication Backbone initiative is part of NYPA's continuing mission to lead the transition to a carbon-free, economically vibrant New York through customer partnerships, innovative energy solutions, and the responsible supply of affordable, clean, and reliable electricity. The citizens of New York State and beyond stand to benefit the most not only from the Communications Backbone initiative but from the many investments in our infrastructure and our commitment to technological innovation in the energy industry.

We thank you in advance for your support of the Communications Backbone initiative. Feel free to contact me if you have any questions.

Sincerely,

Dylan Newton
Project Manager
Michels Power, Inc.

Cell: 920.952.0646
dnewton@michels.us
19 Commerce Lane, Suite 2
Canton, NY 13617



Department of
Transportation

ANDREW M. CUOMO
Governor

MARIE THERESE DOMINGUEZ
Commissioner

BRIAN KELLY, P.E.
Acting Regional Director

July 14, 2021

Mr. Basil Seggos, Commissioner
New York State Department of Environmental Conservation
625 Broadway
Albany, New York 12233-1011

Dear Commissioner Seggos:

RE: **NOTICE OF ENVIRONMENTAL DETERMINATION
PIN 9807.28
SCOUR PROTECTION PROJECT
VARIOUS TOWNSHIPS IN BROOME, CHENANGO, DELAWARE
SCHOHARIE & SULLIVAN COUNTIES**

I am transmitting to you for your files one copy of the State Environmental Quality Review Act (SEQRA) Determination of No Significant Effect for the referenced project.

This is being sent to fulfill the Notice and Filing Requirements for New York State Department of Transportation projects that are determined to be SEQRA Non-Type II under 17 NYCRR Part 15. Please see the attached determination for more information.

If you have questions or concerns about this project, please direct them to Collin Purdy, Project Manager, at (607) 721-8582.

Sincerely,

Steven Cammisa
Environmental Specialist II

SC/AB/at

Enclosure

cc: NYSDEC Region 3,4,7

Towns of North Norwich, Pitcher, Middletown, Walton, Windsor, Broome, Liberty &
Cochecton
Broome, Chenango, Delaware, Schoharie & Sullivan Counties
NYSDOT Main Office
File

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
NOTICE OF ENVIRONMENTAL DETERMINATION**

**PIN 9807.28
SCOUR PROTECTION PROJECT
NINE BRIDGES
VARIOUS TOWNSHIPS
BROOME, CHENANGO, DELAWARE,
SCHOHARIE & SULLIVAN COUNTIES**

Determination


This notice is a "negative declaration" for the purposes of Article 8 of the Environmental Conservation Law of New York State. The New York State Department of Transportation (NYSDOT), being the agency having principal responsibility for carrying out or approving the project within New York State, is the lead agency pursuant to Part 15 of Title 17 of the Official Compilation of Codes, Rules and Regulations of New York State.

The purpose of the proposed project is to address scour concerns at nine bridge sites within NYSDOT Region 9. The sites are in eight towns in five counties. This undertaking involves placing heavy stone armoring along stream banks, filling existing stream scour holes, removing accumulated alluvial materials from streambeds, and related actions to repair existing scour problems and to guard against future undermining of the bridges' substructures. This project is a NEPA Class II Action (Categorical Exclusion), and because the project does not meet the criteria for SEQRA Type II projects/actions found in 17 NYCRR Part 15.14, Section (d) (6), it is considered a SEQRA Non-Type II action. Specifically, Bridge Identification Number (BIN) 1035400 located along NYS Route 97 in the Town of Cocheton in Sullivan County is associated with a National Register Eligible industrial ruin.

The NYSDOT has determined that this project will not have a significant effect on the environment because the proposed project will not have any of the effects listed in NYCRR Part 15.11 "Criteria for Determining Whether an Action May Have a Significant Effect on the Environment". This determination is based upon the findings and considerations noted in the project's Final Design Report.

Further information on this project may be obtained from:

Collin Purdy, Project Manager
New York State Department of Transportation
44 Hawley Street
Binghamton, NY 13901
(607)721-8582



Brian Kelly, P.E., Acting Regional Director

3/2/21

Date

Flower the Village

Dear Liberty Resident,

"Flower the Village" is a program created to help enhance the beauty of our community and make this area a better place to live, work, and visit. Each spring these flower baskets are hung on telephone poles that line the main corridor of the village; the municipal parking areas within the village limits; and routes to and from. Visitors and locals alike love the look and feel that the flower baskets bring to our village. Running this program is truly a community wide effort. We are reaching out and asking that you consider making a donation to support this program. If you enjoy the beauty and can help financially, please consider doing so. This is a great way to give back to your community and enhance the beauty of our village!

All donation is encourage and welcomed! If you would like to make a donation to the Flower the Village program please fill out the form below and return it to us at 167 North Main Street Liberty, NY 12754. Checks can be made payable to the Village of Liberty Flower Fund. All donations are tax deductible. Thank you in advance for your donation!

\$100.00 donation = 1 flower basket

By donating one (1) basket, your name will be mentioned on our website.

By donating five (5) or more baskets, your name will be mentioned on our website and on a municipal sign.



Business Name: _____

Contact Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email: _____



I/We will Sponsor the Flower the Village program with a tax-deductible donation of \$100.00

I/We will Sponsor the Flower the Village program with a tax-deductible donation of \$200.00

I/We will Sponsor the Flower the Village program with a tax-deductible donation in the amount of (please write in amount) _____.



Homes and Community Renewal

ANDREW M. CUOMO
Governor

RUTHANN VISNAUSKAS
Commissioner/CEO

July 28, 2021

Honorable Frank DeMayo
Town of Liberty
120 North Main Street
Liberty, NY 12754

Re: Grant Closeout
NYS CDBG Project #641PW57-17

The Office of Community Renewal (OCR) has determined that the Town of Liberty has satisfactorily completed CDBG Project #641PW57-17 and can now begin the formal closeout process.

The Town of Liberty is requested to review the attached NYS CDBG Grant Closeout Transmittal Form and instructions for completing the form. A scanned email copy of this form must be returned to the OCR within 30 days of the date of this letter.

If you have any questions or need any additional information, please contact me at (518) 474-2057 or by e-mail at savitry.kola@nyshcr.org.

Sincerely,

Savitry Kola
Community Developer
Office of Community Renewal

cc: Laurie Dutcher, Community Clerk

NYS CDBG GRANT CLOSEOUT TRANSMITTAL FORM

By signing this Grant Closeout Transmittal Form, the **Town of Liberty** acknowledges that any remaining balance of funds for CDBG Project Number **641PW57-17** identified on Schedule B Final Budget and Accomplishments will be deobligated and no further disbursements related to this grant will be processed after the submission of these forms.

Further, by signing this Grant Closeout Transmittal Form, **Frank DeMayo** as **Supervisor** of the **Town of Liberty** acknowledges that the following conditions have been met;

1. The **Town of Liberty** has completed CDBG Project Number **641PW57-17** according to the terms and conditions of the Grant Agreement dated between the **Town of Liberty** and the Housing Trust Fund Corporation (HTFC).
2. The **Town of Liberty**, for and in consideration of the CDBG funds distributed to it by the Office of Community Renewal (OCR) on behalf of the HTFC, does hereby remise, release and discharge the HTFC, its officers, employees and agents, of and from all liabilities, obligations, claims, and demands whatsoever arising out of the Grant Agreement for CDBG Project Number **641PW57-17** entered into on between the Recipient and the HTFC.
3. It is hereby certified that all activities undertaken by the Recipient with funds provided under the Grant Agreement, to the best of my knowledge, have been carried out in accordance with the Grant Agreement between the **Town of Liberty** CDBG Project Number **641PW57-17** and the HTFC, and that every statement and amount set forth in this instrument is, to the best of my knowledge, true and correct as of this date.
4. Any property acquired by the Recipient or Subrecipient, in whole or in part with NYS CDBG funds has been identified on Real Property Register.
5. All costs incurred subsequent to the most recent annual audit period will be audited at the time the Recipient's next annual audit is conducted in accordance with OMB Circular A-133. The Recipient will resolve any audit findings related to both the program and financial aspects of the grant. In the event there are any costs which are disallowed by this audit or any subsequent audits which cover NYS CDBG expenditures, and which are sustained by the OCR, the amount of such costs shall be returned to the OCR via the HTFC. If the Recipient is deemed to be subject to Single Audit in accordance with OMB Circular A-133, a Conditional Certificate of Completion will be issued pending the receipt and approval of the Single Audit.

6. No costs have been incurred after the completion date of **December 12, 2019** for the above contract. All necessary documents and procedures have been followed, thereby finalizing the above referenced contract.

The Recipient further acknowledges that the Final Budget and Accomplishments identified on Schedule B of this closeout transmittal are true and correct.

Chief Elected Official

Signature of Chief Elected Official

Date

Name of Chief Elected Official

Title

Witness

Signature of Witness

Date

Name of Witness

Title

Office of Community Renewal

Signature of Developer

Date

Name of Developer

Title

Schedule B

Final Budget and Accomplishments

641PW57-17	Town of Liberty	Final Award Amount	Expended Amount	Balance Remaining
641PW5717-01	T. of Liberty Water Improvements	\$718,424.44	\$535,052.49	\$183,371.95
641PW5717-02	T. of Liberty Administration	\$30,475.56	\$30,475.56	\$0.00
Grand Total:		<u>\$748,900.00</u>	<u>\$565,528.05</u>	<u>\$0.00</u>

Any balance of funds identified on this page has been or will be deobligated.

Actual Accomplishments

Last Drawdown by Activity

641PW5717-01	02/05/2020	\$633,849.17
641PW5717-02	02/05/2020	\$32,095.56

REAL PROPERTY REGISTER

N/A

Property Description:					Parcel ID/ Code			
Source of Property								
Title Holder								
PO/Check #			Source of Funds		Acquisition Date			
Total Cost		Total CDBG funds	Total # of Units		Cost per Unit	%		% of CDBG funds
Location:					NY	ZIP + 4		
Use:		Condition						
Disposition Date:		Sale Price						
Description								

Property Description:					Parcel ID/ Code			
Source of Property								
Title Holder								
PO/Check #			Source of Funds		Acquisition Date			
Total Cost		Total CDBG funds	Total # of Units		Cost per Unit	%		% of CDBG funds
Location:					NY	ZIP + 4		
Use:		Condition						
Disposition Date:		Sale Price						
Description								

Additional pages attached

INSTRUCTIONS FOR NYS CDBG GRANT CLOSEOUT TRANSMITTAL FORM

1. Review of the Grant Closeout Transmittal

The Grant Closeout Transmittal Form will be issued by the Office of Community Renewal when all of the following have occurred:

- i. The project has been monitored and any outstanding monitoring findings or concerns have been resolved.
- ii. A FINAL Request for Funds has been submitted.
- iii. A FINAL Annual Performance Report has been submitted and approved and all accomplishments have been reported.
- iv. Any outstanding single audit findings or concerns have been resolved.

The Grant Closeout Transmittal Form will be transmitted to the CEO and Local Grant Contact electronically, the entire form with signatures must be returned to OCR **By Email** to the contact that sent the Grant Closeout Packet. Original signature is NOT required.

A. Confirm Recipient Name

- i. This is the name of the municipality identified on the grant agreement at the time of award.

B. Confirm the CDBG Project Number

- i. This is the project number assigned by the Office of Community Renewal at the time of award.
- ii. A copy of the fully executed Grant Closeout Transmittal will be submitted to the Recipient following approval by the OCR.

C. Review Items 1-7

D. Sign the Grant Closeout Transmittal Form

- i. Recipients are releasing all liabilities for the Office of Community Renewal (OCR) and confirming that no costs will be incurred after the completion date of project, that no further requests for funds will be submitted and that the balance of funds will be deobligated.
- ii. The Chief Elected Official must sign and date the form in front of a witness who must also sign the form.
- iii. The assigned Community/Economic Developer will sign the closeout packet when returned to OCR

2. Schedule B and Final Budget and Accomplishment

A. This is a summary of all NYS CDBG expenditures, please review this carefully, it must match local financial statements.

- i. All funds identified under Balance Remaining will be deobligated following the submission of this closeout.

B. This is a summary by activity of all reported accomplishments, i.e., jobs created, housing units completed or persons benefitting from public facility improvements.

C. The date of the last drawdown is the last date that the OCR has for the expenditure of funds and is the date that the request was received by the OCR, not necessarily the date that the funds were received by the Recipient.

D. If there is any discrepancy between the Final Schedule B issued by OCR and the Recipient records, please contact the assigned Community Developer before submitting to OCR.

INSTRUCTIONS FOR NYS CDBG GRANT CLOSEOUT TRANSMITTAL FORM

3. Real Property Register Form

This form is only completed for real property directly purchased by the Recipient using CDBG funds and is not to be used for real property that is purchased through a homeownership assistance program or by a Subrecipient.

This page must be included in the closeout packet even if N/A is selected.

- A. Property Description: Describe the property conditions
 - i. Commercial, industrial, residential (single or multi-family), etc
- B. Serial/ID # - Provide the local identification number for the property.
- C. Source of Property - Provide the name of the person or company from whom the property was acquired.
- D. Who Holds the Title: The name of the person (s) or organization the title is under.
- E. Acquisition Date: Date the property was purchased.
- F. Purchase Order/check #: Complete the following:
 - Cost per Unit
 - Total Cost
 - % of CDBG Participation
- G. Source(s) of funds: Enter all sources of funding for the purchase.
- H. Location: Enter the Address of Property.
- I. Use: Identify what the property will be used for.
- J. Condition: Describe the condition of the property at the time of purchase.
- K. Disposition Date: Enter the date the property was sold.
- L. Sale Price: Enter the sale price of the property.
- M. Description: Describe the condition of the property at the time of sale.

From: Kola, Savitry (NYSHCR) <Savitry.Kola@nyshcr.org>
Sent: Wednesday, July 28, 2021 9:47 AM
To: supervisordemayo@townofliberty.org
Cc: l.dutcher@townofliberty.org
Subject: 641PW57-17 T. Liberty - Project Closeout
Attachments: 641PW57-17 T. Liberty Closeout Transmittal.pdf; Instructions for Completing Grant Closeout 12.2018.pdf

The Office of Community Renewal has determined that the above mentioned CDBG grant recipient has satisfactorily completed the above mentioned CDBG project and can now begin the formal closeout process.

There are two documents attached:

1. Grant closeout packet
2. Grant closeout instructions

Please review the information and verify for accuracy. Using the attached instructions, complete the Real Property Register (as applicable) using the fillable PDF. Please print, sign, and return **via email** to my attention by Friday, August 27, 2021.

Thank you,

Savitry Kola
Community Developer

Check out [NYS CDBG Funding Opportunities](#), the 2020 CDBG Housing Application is now open!

Please be sure to submit requests for funds, environmental reviews and other grant documents electronically to ensure timely processing.

New York State Homes & Community Renewal
Office of Community Renewal
38-40 State Street, 4 South
Hampton Plaza
Albany, NY 12207
Phone: 518-474-2057 Fax: 518-474-5247
Savitry.Kola@nyshcr.org
<https://hcr.ny.gov/community-renewal>

supervisordemayo@townofliberty.org

From: supervisordemayo@townofliberty.org
Sent: Wednesday, July 28, 2021 9:31 AM
To: 'c.gerow@townofliberty.org'
Subject: FW: Federal American Rescue Plan Act Payment Advisory from New York State - Office of the State Comptroller

FYI

From: LGSAMonitoring@osc.state.ny.us <LGSAMonitoring@osc.state.ny.us>
Sent: Friday, July 23, 2021 3:09 PM
To: supervisordemayo@townofliberty.org
Subject: Federal American Rescue Plan Act Payment Advisory from New York State - Office of the State Comptroller

Division of Local Government and School Accountability
Elliott Auerbach, Deputy Comptroller

Dear Town Supervisor DeMayo:

On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) into law, which included \$774 million from the federal Coronavirus Local Fiscal Recovery Fund (CLFRF) for certain cities, towns and villages in New York State. The State Division of the Budget (DOB) is responsible for allocating these funds in accordance with the Act and the rules and guidance of the U.S. Department of the Treasury. The Office of the State Comptroller (OSC) has begun processing these payments to local governments.

Here is some additional information about your ARPA CLFRF payment:

We have processed a payment in the amount of \$269,463.14 for your Town. This payment represents half of the total allocated to you pursuant to ARPA, with the second half anticipated to be distributed in the summer of 2022 per guidance issued by the U.S. Department of the Treasury.

If you receive a larger payment than indicated above, it is because the Statewide Financial System (SFS) combines all payments due to you, including those from other programs. Additional payment details are also available by accessing your SFS Vendor Portal account at <https://esupplier.sfs.ny.gov>. If you are having trouble

logging into your Vendor Portal account, please contact the Statewide Financial System Helpdesk at 518-457-7717 or HelpDesk@sfs.ny.gov.

Please share this correspondence with staff who might be responsible for tracking these payments.

Here are some resources related to ARPA:

- **General Information and Guidance.** The U.S. Department of the Treasury has posted guidance and answers to frequently asked questions about ARPA CLFRF compliance and reporting requirements on their [website](#). DOB also has information about the ARPA CLFRF on their [website](#).
- **Accounting Bulletin.** OSC recently released an [accounting bulletin](#) on how local governments should account for these new federal relief funds.
- **Allocations.** Questions about your municipality's ARPA CLFRF allocation should be emailed to DOB at localarpa@dob.ny.gov.

If you have any questions about this payment, please contact our Monitoring and Analysis Unit at LGSAMonitoring@osc.ny.gov or by phone 518-408-4934 or toll free 1-866-321-8503 (Option 3).

OSC is working closely with DOB to process these funds as expeditiously as possible so that New York's local governments have timely access to these much-needed resources. As always, the Office of the State Comptroller continues to stand ready to assist you as we move forward in these unprecedented times.

Sincerely,

Elliott Auerbach

Deputy Comptroller

cc: CEO

You can now view our latest reports, training announcements, data, and other important [local government information](#) right from your mobile device.



Notice: This communication, including any attachments, is intended solely for the use of the individual or entity to which it is addressed. This communication may contain information that is protected from disclosure under State and/or Federal law. Please notify the sender immediately if you have received this communication in error and delete this email from your system. If you are not the intended recipient, you are requested not to disclose, copy, distribute or take any action in reliance on the contents of this information.



Assessor's Office Report

Working on:

Final Roll corrections (6)

Data Collecting for March 1, 2022

Training NEW clerk

Summer/Religious camps

Sunset Lake LDC had been in the democrat

NEW RPSV4 2020 was installed

Exemptions/ reminders will be sent out first week September

Vanessa Kelder
Assessor
Town of Liberty

2021 Building Department Monthly Report

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Permits Open	18	13	17	18	23	13	14						116
Permits Closed	14	28	32	10	15	199	30						328
Fire Inspections Performed	1	8	5	3	1	10	2						30
Complaints Open	4	5	21	5	6	12	11						64
Complaints Closed	2	0	34	12	10	42	0						100
Planning Board Applications	2	2	4	2	3	2	5						20
Planning Board Approvals	2	3	1	1	3	0	4						14
Zoning Board Applications	2	1	0	0	0	0	0						3
Zoning Board Approvals	1	1	1	0	0	0	0						3
Municipal Searches	39	27	29	24	23	33	37						212

Laurie Dutcher

From: Joanne Gerow <indianhillbernese@gmail.com>
Sent: Thursday, July 29, 2021 7:26 AM
To: l.dutcher@townofliberty.org

**DOG CONTROL
MONTHLY REPORT
JULY, 2021**

Dogs picked up – 10
Dogs redeemed – 8
Dogs transferred to CARE – 1
Dogs Euthanized – 1
Dogs at Shelter – 0
Miles 630

Joanne L. Gerow
Indian Hill Farm
Swan Lake, NY
Cell 845-866-3366

Town of Liberty Finance Office
120 North Main Street
Liberty, NY 12754
(845) 292-5772
c.gerow@townofliberty.org

DATE: July 31, 2021
TO: Supervisor DeMayo and Town Board Members
FROM: Earl Bertsch/Cheryl Gerow
RE: July Monthly Report

~~~~~  
The following took place in the Finance Office for the month of July:

1. Submitted payment request to EFC for Stevensville Water. Total requested and received to date is \$2,481,995.25
2. Provided additional information and support for new telephone system
3. Worked on Village and Town Water/Sewer Computers for various issues with the Badger Metering System
4. Began installation of new computer for Building Department
5. Received first payment for the American Rescue Plan
6. Submitted insurance claims for Stevensville Water, Loomis Sewer, White Sulphur Springs Water and Hanofee Park
7. Submitted insurance claim for the Dog Kennel
8. Began preparation for the 2022 Tentative Budget
9. Set up computer for Assessors Office
10. Submitted Workers Compensation claim
11. Worked with Sullivan County on various issues
12. Attended Employee Relations Committee meeting
13. All other daily duties and responsibilities

**TOWN OF LIBERTY  
HIGHWAY DEPARTMENT  
DEPARTMENT HEAD REPORT  
July 2021**

- July 1 - Ditch Wade Road  
Grade dirt roads  
Patch  
Mow  
Work on trucks/equipment in shop
  
- July 2 - Ditch Wade Road  
Patch  
Mow  
Work on trucks/equipment in shop
  
- July 6 - Crossover pipe replacement on Aden Road  
Ditch Wade Road  
Mow  
Work on trucks/equipment in shop
  
- July 7 - Ditch Wade Road  
Patch  
Mow  
Work on trucks/equipment in shop
  
- July 8 - Clean up trees  
Mow  
Work on trucks/equipment in shop
  
- July 9 - Repair Heinle Road from wash out
  
- July 12 - Chip trees  
Storm clean up
  
- July 13 - Willi Hill Road clean up  
Clean up trees  
Mow  
Work at gravel bank  
Work on trucks/equipment in shop
  
- July 14 - Willi Hill Road clean up  
Storm clean up  
Mow  
Work at gravel bank  
Work on trucks/equipment in shop

- July 15 - Ditch Heinle Road  
Grade Menderis Road  
Mow  
Work at gravel bank  
Work on trucks/equipment in shop
- July 16 - Ditch Heinle Road  
Grade Menderis Road  
Work at gravel bank  
Work on trucks/equipment in shop
- July 19 - Repair storm damage on Heinle Road  
Grade Stafford Road and Green Mountain from storm damage  
Patch Revonnah Hill Road  
Mow  
Work at gravel bank
- July 20 - Patch Revonnah Hill Road  
Repair storm damage Heinle Road  
Grade Green Mountain from storm damage  
Work at gravel bank
- July 21 - Repair storm damage Heinle Road  
Patch  
Work at gravel bank  
Work on trucks/equipment in shop
- July 22 - Repair storm damage Heinle Road  
Patch Benton Hollow Road  
Move equipment  
Pick up #22 from Campbell Freightliner  
Work at gravel bank  
Mow  
Work on trucks/equipment in shop
- July 23 - Repair storm damage Heinle Road  
Patch Benton Hollow Road/Upper Ferndale Road  
Work at gravel bank  
Mow  
Work on trucks/equipment in shop
- July 26 - Repair storm damage Heinle Road  
Replace pipe Lake Marie Road  
Patch  
Mow  
Work on trucks/equipment in shop



119 NORTH MAIN STREET  
LIBERTY, NEW YORK 12754  
(845) 292-7690

**August 2021**  
**Department Head Report**

**Parks**

1. Pool Breaker Panel has been replaced after lightning issues
2. Spare pool motor was installed to replace motor that was burned up due to the electrical surge.
3. A new pool motor was ordered to have a spare when needed.
4. The pool well pump was also damaged with the electrical surge, working on getting that replaced this week.
5. All of the pool repairs have been documented and will be filed with our insurance company
6. New lighting for the outdoor pavilion through the Rotary Donation is scheduled for August 16-18.
7. 500 person large group from Camp Ahuvah went well and they are bringing another group back in August.

**Parks Report Completed By: Kevin Delaney**

**Recreation**

1. Day Camp is more than half way through.
2. Youth Football begins August 2<sup>nd</sup>.
3. Planning for Halloween Parade and Fall Festival.
4. Starting a competitive 16U Baseball Team.

**Report Completed By: James Guara**

**Mission Statement:**

"Dedicated to providing quality park, recreation, and public facilities for the citizens of Liberty. The department strives to enhance the town's natural beauty and coordinate recreation, leisure, and athletic activities that promote positive community values."

| Account# | Account Description | Fee Description                      | Qty | Local Share       |
|----------|---------------------|--------------------------------------|-----|-------------------|
|          | Health Insurance    | Highway Fund DA                      | 2   | 0.00              |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$0.00</b>     |
| A 2590   | Highway Fees        | Road Access Permit                   | 1   | 50.00             |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$50.00</b>    |
| A1255    | Conservation        | Conservation                         | 4   | 3.88              |
|          | Firework Permit     | Firework Permit                      | 1   | 100.00            |
|          | Marriage License    | Marriage License Fee                 | 13  | 227.50            |
|          | Small Sales         | EZ Pass                              | 15  | 375.00            |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$706.38</b>   |
| A1670.4  | Building Fees       | Certified Mailings                   | 1   | 146.16            |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$146.16</b>   |
| A2544    | Dog Licensing       | Female, Spayed                       | 8   | 72.00             |
|          |                     | Female, Unspayed                     | 3   | 37.50             |
|          |                     | Male, Neutered                       | 11  | 86.00             |
|          |                     | Male, Unneutered                     | 3   | 37.50             |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$233.00</b>   |
| A2545    | Dog                 | Redeemed Dog                         | 3   | 225.00            |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$225.00</b>   |
| A3510.4  | Dog                 | Reimbursement Of Expenses            | 4   | 200.00            |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$200.00</b>   |
| B2770    | Building Fees       | Bldg Inspections Public Assembly     | 1   | 50.00             |
|          |                     | Building Permit                      | 10  | 1,978.55          |
|          |                     | Commercial Establishment Inspections | 2   | 180.00            |
|          |                     | Municipal Search                     | 33  | 1,750.00          |
|          |                     | <b>Sub-Total:</b>                    |     | <b>\$3,958.55</b> |

**Total Local Shares Remitted: \$5,519.09**

|                 |                                           |        |
|-----------------|-------------------------------------------|--------|
| Amount paid to: | Highway Fund DA                           | 389.78 |
| Amount paid to: | Ny State Dept. Of Health                  | 292.50 |
| Amount paid to: | NYS Ag. & Markets for spay/neuter program | 37.00  |
| Amount paid to: | NYS Environmental Conservation            | 66.12  |

**Total State, County & Local Revenues: \$6,304.49**

**Total Non-Local Revenues: \$785.40**

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Laurie Dutcher, Town Clerk, Town of Liberty during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date



DEPARTMENT HEAD REPORT  
WATER & SEWER DEPARTMENT  
August 2, 2021

1. There have been multiple lightning strikes this month. Ordering parts and making repairs has been a little slow, due to everyone being so busy. So far everything is running as it should be.
2. The new motor in Stevensville well #4 had to be pulled out and sent for repair. It had a bad vibration due to being out of balance.
3. I am working on getting a quote for the cleaning and having a mixer installed in the White Sulphur Tank. Also getting quotes to pull and clean Sherwood and Roth wells because they are losing ground and not pumping what they should be.
4. By the end of this month Tam will have taken 10 loads of sludge from the Swan Lake plant. Twenty septic tanks have been pumped. We are playing catch up due to falling behind last year with the covid restrictions, etc.
5. For the first time since I have worked here, we pumped over a million gallons in a 24-hour period. The total for July 10 was 1,016,000.
6. The two new guys are working out well. They are working on getting their CDL permits. They seem to be learning the daily procedures quickly.



## DELAWARE ENGINEERING, D.P.C.

55 South Main Street  
Oneonta, NY 13820

Tel: 607.432.8073  
Fax: 607.432.0432

### Town of Liberty, NY August 2, 2021 Town Board Meeting Update on Projects

#### 1. Swan Lake WWTP Upgrade

- **Actions for the Board to consider at today's meeting:**
  - None
- **The Financing Application was uploaded to NYSEFC on May 27, 2021**
  - Receipt has been confirmed and EFC staff has started to review the application.
  - **June 29, 2021 EFC email requesting more information for funding application by July 13, 2021**
    - Listed items and information required to execute a Project Finance Agreement (PFA) and close financing, as well as items required for release of funds. Items for release of funds can be done at a later date once a PFA is closer.
    - We worked with Frank and Cheryl to generate a response letter, that responds to these items and generate the attachments to provide the information required to execute the PFA and close the financing, and submitted to NYSEFC on July 12.
    - There was minor correspondence relative to the need for a n MWBE Utilization Plan for the Engineering Planning Contract that is in place but it was determined that in this instance as the current and only contract is below the threshold requiring MWBE participation – it is considered disburseable and there is no need for an approved MWBE Utilization Plan.
    - No other correspondence has been received related to the information required to execute a Project Finance Agreement (PFA) and close financing.
- **The Preliminary Engineering report (PER) was uploaded to NYSEFC on May 28, 2021**
  - Receipt has been confirmed and EFC provided an electronic copy to NYSDEC.
  - **July 26, 2021 EFC email containing Engineering Report Review Comments**
    - Lists items, additional information, and clarification required before the PER can be approved.
    - We will generate a response letter that addresses these items, and provide the information required to approve the PER
- **Current SPDES Permit & SPDES Permit Modification**
  - **Current SPDES Permit**
    - In September 2020 the Town submitted a Renewal Application for the current permit
    - In March 2021 NYSDEC issued a new SPDES Permit, effective 4/1/2021 thru 3/31/2026.
    - In December 2017 the Town responded to a Environmental Benefit Permit Strategy (EBPS) request for information, including NY-2A application, outfall information, sampling, water treatment chemicals, process flow diagram, etc., for this facility.
    - The EBPS is a ranking system that prioritizes permits for full technical review and, when necessary, modification.
    - NYSDEC is currently drafting the Environmental Benefit Permit Strategy (EBPS) Permit for this facility based on the information provided in December 2017, and on May 24, 2021 NYSDEC requested a copy of the existing process flow schematic and to confirm if the system is 100% separate or combined.
    - A response including the existing process flow schematic and confirming that the system was 100% separate was submitted on June 3, 2021.
    - This review is occurring independently of the proposed upgrade and expansion

Other New York Offices:

·Albany ·Goshen ·Liberty ·Monticello ·Red Hook ·Walton  
www.delawareengineering.com

- At this time the Town has provided everything that NYSDEC has asked for the current permit.
- **SPDES Permit Modification**
  - While responding to the May 24, 2021 requesting a copy of the existing process flow schematic, we notified NYSDEC that the Town anticipated that a application for a NY-2A for expansion will be submitted during the design of the WWTP upgrade and expansion.
  - To avoid full technical review, now, and again in 6-8 months, NYSDEC would like to draft the permit for the increased flow and has asked if the Town could submit the NY-2A Application for Flow expansion sooner
    - However, based on the current schedule in the PER, the application for flow expansion is proposed to be submitted by the end of the year, concurrent with the design, contingent upon execution of a professional services agreement this summer, and the Town closing on a Project Financing Agreement (PFA), including short term financing, this fall/winter.

## 2. Stevensville Water Project

### SHORT SUMMARY:

- **Contract TL2-E-2017 – Electrical**

- **Project Completion (Substantial)**

- At the June meeting the Town Board resolved to Authorize the Town Supervisor to execute the Certificate of Substantial Completion form for Contract No. TL2-E-17 – Electrical with a date of Substantial Completion of June 7, 2021 and a final contract amount of \$401,381.
    - Delaware has received the necessary paperwork from the contractor, assembled into the project closeout package, including final payment application, and submitted it to the Town on June 28, 2021.
    - Contractor is working on punchlist items
    - We understand that the Town will provide final payment to the contractor once all punchlist work is completed.

- **Contract TL2-G-2017 – General**

- Overall, work is done with the exception of Swan Lake waterline crossing

- **Project Completion (Substantial) – Tank Only**

- At the June meeting the Town Board resolve to Authorize the Town Supervisor to execute the Certificate of Substantial Completion form for Contract No. TL2-G-17 – General with a date of Substantial Completion for the Tank Work of June 7, 2021 and a final contract amount for Bid Item No. 14, Work Item 7.01 New 500,000 gal. Concrete Water Tank of \$1,196,176.
    - Delaware forwarded the certificate to the contractor for execution and requested project closeout paperwork (i.e., affidavit of release of liens for subcontractors and equipment suppliers, provide maintenance bond, etc.)
    - All closeout paperwork has been received from the contractor, was assembled into the project closeout package for the Tank portion of the work, including the next payment application, and submitted it to the Town on June 16, 2021.
    - The tank site restoration is complete and we believe the Town can, if they have not already, release final payment for the tank work.

- **Swan Lake Crossing**

- General Contract completion date extended from June 30 to December 30, 2021
  - Need to negotiate and secure easement for new lake crossing

- Need to get more surveying work done to establish the easement – contract amendment with surveying subcontractor in place- at no additional cost to the project - and work is scheduled to begin any time
  - Need to refine and complete design of new crossing, get NYSDOH approval, and NYSDEC permit.
  - About \$245,000 remains in uncommitted funds
- **Change Order No. 3 – No Cost Time Extension**
    - A no cost time extension was agreed to by the Board at the June 7, 2021 meeting . This will extend the current contract completion date from June 30, 2021 to December 30, 2021 in order to keep the contract open to address the desired above-ground waterline crossing near the Swan Lake spillway, instead of the boring under the lake.. Osterhoudt has agreed to the extension. NYSEFC and NYSDOH agree that the extension is allowable since NYSEFC did a maturity extension in 2020 for two years which extended the short-term financing from 08/31/2020 to 08/31/2022.
- **More details below if you desire to read further:**
- \$2.1 M grant and \$1.4M low interest loan
  - DESIGN WORK:
    - Complete
      - **Base bid work:**
        - Wellfield Improvements
        - Directional Boring by Birch Lane and under the Lake
        - New 0.5 MG concrete water tank near current tank
      - **Bid Alternate**
        - Revised final bid set to include the 1,500 lineal feet of watermain replacement on CR55 as a bid alternate
        - Allows to obtain Unit pricing for waterline (lineal feet), valves and hydrants (each), water service (lineal) work
    - Bid award is based on Base bid work with the desire to keep the work within the budget
    - Add in as much new waterline work as possible going up CR 55 based on what's left near the end of the job.
  - SWAN LAKE CROSSING:
    - Design is to install the line via directional boring within the County Bridge right of way
    - Requires stream crossing permit requirements for the waterline crossing Swan lake and Birch Lane Area which have been received from NYSDEC
  - NYSDOH Items:
    - Nothing new this month
  - NYSEFC Items:
    - Continuing work with Keough Consulting (NYSEFC financing administrator subcontractor) to submit Bid/Award items to NYSEFC for review and approval and continue with other NYSEFC paperwork.
    - Town continues to do reimbursements for work by a prime construction contractors
      - Osterhoudt (General Contract)
      - TAM (Electrical Contract)
  - Professional Services Contract for Design through Construction
    - Amended subcontract with WBE surveyor for lake crossing easement work.
    - Work scheduled.

- **Project Cost Summary**

- **Overview/Quick Summary**

- Base bid total = \$2,518,791 (new tank, wellfield and borings under water bodies – not including any watermain up CR 55)
    - Construction budget (2017 PFA w/NYSEFC) = \$2,531,646

| Item                                                                                                       | Estimated cost<br>(July 2016<br>Engineering Report) | Estimated cost<br>(NYSEFC PFA 2017<br>Exhibit C) | As of<br>January 28, 2021 |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|--------------------------------------------------|---------------------------|
| Construction – General – Base bid                                                                          | \$1,841,750                                         |                                                  | \$2,119,450               |
| Construction – Electrical – Base Bid                                                                       | \$165,360                                           |                                                  | \$ 399,341                |
| Construction – Subtotal Base Bids                                                                          | \$2,007,110                                         |                                                  |                           |
| Construction – <i>Bid Alternates</i> (varies)                                                              | \$376,550                                           |                                                  | Unit prices no total      |
| Construction – Electrical<br>Change Order No. 3 – Radio Antenna<br>Replacement Sherwood Building           |                                                     |                                                  | \$ 2,040                  |
| <b>SUBTOTAL - Construction</b>                                                                             | \$2,383,660                                         | \$2,531,646                                      | \$2,520,831               |
| Other Costs                                                                                                | \$707,100                                           | \$634,000                                        | \$ 634,000                |
|                                                                                                            |                                                     |                                                  |                           |
| <b>Total Estimated Cost/Cost to Date</b>                                                                   |                                                     |                                                  | <b>\$3,154,831</b>        |
| Contingency                                                                                                | \$309,076                                           | \$234,354                                        | \$                        |
| Project Budget                                                                                             | \$3,399,836                                         | \$3,400,000                                      | \$                        |
| Budget Minus Cost – <b>Remaining Budget</b>                                                                |                                                     |                                                  | <b>\$245,200</b>          |
| DWSRF Short Term Market Rate Financing                                                                     |                                                     | \$1,360,000                                      |                           |
| Maximum 2015 WIIA Grant Round 2<br>(lesser of 60% eligible costs (currently<br>\$2,040,000) or \$2,112,388 |                                                     | \$2,040,00                                       |                           |

- There remains about \$245,200 in uncommitted funds in the budget.
- Based on communications with NYSDOH (May 4, 2020 email) and NYSEFC, the Town can reduce the scope of work (i.e., the amount of waterline to be replaced on CR55 can be adjusted) to stay within budget and the current financing plan can remain as is since the bid costs (base bid plus bid alternate work) to complete the work described in the 2017 Engineering Report are beyond the project budget.
- Changes to the planned Swan Lake water crossing being reviewed – see below.

- **Construction Contracts**

- **Contract No. TL2-G-2017 – General – H. Osterhoudt Excavating:**

- **Contract Award:**

- At the April 20, 2020 meeting, the Board resolved to:
        - Award the Contract No. TL2-G-2017 – General to H. Osterhoudt Excavating, Inc., for the base bid work at the cost of \$2,119,450.00
        - Accept all bid alternate pricing for future consideration, and
        - Authorize the Supervisor to execute the necessary paperwork (e.g., Notice of Award, Notice to Proceed, Agreement, Change Orders, Certificate of Substantial Completion, checks for contractor payment, etc.) for contract initiation and completion of the work.
        - The Town Supervisor signed the Notice of Award, Notice to Proceed, and the Agreement (pages 89 – 92) (copies provided to Frank in a separate folder) and we picked up all four copies so that we can incorporate them into four “execution” copies of the Contract Documents for subsequent execution by the contractor.
      - Finalized execution copies of the contract and circulated at the June 10, 2020 preconstruction meeting

- **Construction Update:**

- Tank construction – all work completed

- Stevensville Wellfield
  - All well field work is complete
  - Minor site restoration will be underway soon
- Borings
  - Boring at Birch Lane area completed as planned.
  - Lake boring
    - unsuccessful after three set ups and attempts

Options:

- Looking at alternatives now; however, putting pipe in the ground going up CR55 is already in the bid and could be accomplished in a timely manner and is one of the project goals.
- Any other work would require, at minimum, new design and NYSDOH/NYSEFC approvals, which will extend the work beyond the October 31, 2020 scheduled completion date.

• New Above Ground Crossing by Spillway: CURRENT PLAN FORWARD

- met with Osterhoudt and Town staff on Sept 18, 2020 to discuss alternatives – believe that a new above ground crossing downstream of and outside of the County bridge and ROW, yet upstream of the spillway, is the most viable, controllable and cost-effective solution
- NYSFEC has advised the we have until 2022 to do the finance closing so Ok to extend the work to do this (email from Paul Johnson)
- NYSDOH advised that they are Ok with this design change

*We do not have any issues with an over the water crossing instead of directional drilling under Swan Lake.*

*Please provide updated drawings and specifications. Also, provide a profile and show how the pipe shall be adequately supported at the proposed location, as this is unclear in the drawings. The pipe must also be protected from vandalism and freezing.*

*Thank you,*

**Andrew Lui**  
Assistant Engineer  
Bureau of Water Supply Protection

- Will need to submit for another Joint NYSDEC/USACOE Protection of Waters permit since work will take place on a streambank
- **Town is now working to negotiate a utility easement from Swan Lake Holdings**

**Holdings**

- Discussions with contact with a representative for the Owner indicate that an easement is possible – need to establish limits of easement and agree upon a price for the easement
- Also need to confirm current property lines and ROWs ( Town water and sewer, County for the bridge, etc.) for development of the easement.
- Delaware has amended the subcontract with the project surveyor to include deed research and establishment of property lines, current ROWs and easements, and preparation of new easement items.
- Town will need to work with an appraiser to establish a value for the easement.
- Also, the work may also be right on the edge of the County ROW so we'd like to contact the DPW bridge group to advise them of this pending work if OK with the Board – at last meeting Board said to hold off and we will continue to do so until advised otherwise by the Town
- Will need to develop revised design and submit to NYSDOH for approval

- Work on the details is progressing
  - **Revised Lake/Stream Crossing Detail**, same as previous provided to the Board
- Payment Requests
  - Payment Request No. 7 has been sent to the Town along the Tank Closeout paper work. Since punchlist work for the tank work is now complete and final payment for Tank work, if not already provided, can be provided now
- **Change Order No. 1 – No Cost Time Extension**
  - H. Osterhoudt Excavating, Inc./Layne (subcontractor) requested an extension for work on Well 4, indicating that they will be unable to receive parts until after October 31, 2020.
  - At the October 5 meeting the Town Board resolved to authorize the Town Supervisor to execute Change Order No. 1 to Contract TL1-G-2017 – General, a no cost Contract Time Extension to November 30, 2021, to allow for well pump items to be provided and installed, and to allow completion of site work at the tank.
- **Change Order No. 2 – No Cost Time Extension**
  - At the November 16 meeting the Town Board resolved to authorize the Town Supervisor to execute Change Order No. 2 to Contract TL1-G-2017 – General, a no cost Contract Time Extension of the contract completion date from November 30, 2020 to June 30, 2021 in order to keep the contract open to address the desired above-ground waterline crossing near the Swan Lake spillway, instead of the boring under the lake.
- **Change Order No. 3 – No Cost Time Extension**
  - Requesting a no cost extension of the contract completion date from June 30, 2021 to December 30, 2021 in order to keep the contract open to address the desired above-ground waterline crossing near the Swan Lake spillway, instead of the boring under the lake. – see above
- **Schedule**
  - **All work is essentially complete except for the lake crossing.**
  - Current completion date for General is December 30, 2021

**Contract No. TL2-E-2017 – Electrical – TAM Enterprises:**

- Contract Award:
- At the April 20 meeting, the Board resolved to:
  - Award the Contract No. TL2-E-2017 – Electrical to TAM Enterprises, Inc., for the base bid work at the cost of \$399,341.00, and
  - Authorize the Supervisor to execute the necessary paperwork (e.g., Notice of Award, Notice to Proceed, Agreement, Change Orders, Certificate of Substantial Completion, checks for contractor payment, etc.) for contract initiation and completion of the work.
- The Town Supervisor signed the Notice of Award, Notice to Proceed, and the Agreement (pages 89 – 92) (copies provided to Frank in a separate folder) and we picked up all four copies so that we can incorporate them into four “execution” copies of the Contract Documents for subsequent execution by the contractor.
- Finalized execution copies of the contract and circulated at the June 10, 2020 preconstruction meeting
- Construction Update: ( punchlist work)
  - Stevensville Wellfield
    - Well 4 flow meter fix pending
    - SCADA/HMI Programming completed – one year call backs continue
  - Tank work
    - All complete
  - Sherwood Treatment Building
    - All complete
- Payment Requests

- Payment Requisition No.6 (FINAL) was submitted to the Town on June 28
- The Town can provide final payment to the contractor once all punchlist work is completed.

- **Change Orders**

- **Change Order No. 1 – No Cost Time Extension**

- At the November 16 meeting the Town Board resolved to authorize the Town Supervisor to execute Change Order No. 1 to Contract TL1-E-2017 – Electrical, a no cost Contract Time Extension of the contract completion date from October 31, 2020 to December 31, 2020 in order to complete work at the Stevensville wellfield (e.g., generator, Well # 4 variable frequency drive (VFD), SCADA programming and system integration with the new radio telemetry system being provided by others).

- **Change Order No. 2 – No Cost Time Extension**

- Town Board resolved to authorize the Town Supervisor to execute Change Order No. 2 to Contract TL1-E-2017 – Electrical, a no cost Contract Time Extension of the contract completion date from December 31, 2020 to January 31, 2021 in order to allow more time to complete installation, connection, and start-up of equipment at the Stevensville wellfield.

- **Change Order No. 3 – Radio Antenna Replacement Sherwood Building**

- The Town Board resolved at the January 18, 2021 meeting to authorize the Town Supervisor to execute the Change Order No. 3 to Contract No. TL2–E–2017 for radio antenna replacement at the Sherwood Building and Extension of the contract completion date from January 31, 2020 to March 31, 2021 in order to allow more time to complete installation, connection, and start-up of equipment at the Stevensville wellfield, for a not to exceed amount of \$2,040.00 and the no cost time extension request.
    - Work completed and operational

- **Schedule**

- Completion date for Electrical extended to January 31, 2021 via change order No. 2
  - Work is complete with the exception of a few punchlist items– see above.

3. **White Sulfur Springs Phase 9 - CDBG Grant Work**

- Work completed and closed out

4. **The Next CDBG Grant Project Phase 10– White Sulphur Springs Boyd Road and Well Screens 2021 CFA Round**

- At the June meeting the Town board resolved to resubmit the 2020 application with some updates
- Delaware worked with Mark Blauer and the Town to refine the schedule and minor text in the previous Engineering Report at no cost to the Town.
- The final PER was submitted to Mark Blauer on July 26.
- On July 28, OCR advised that they would grant a wavier and allow the 2015 income survey to be used in this application.
- **Mark Blauer uploaded the PER and application materials on July 29 – prior to the July 30 deadline**

5. **Loomis WWTP**

- **NYSDEC Proposed SPDES Permit Modification**

- The Town received notice that NYSDEC is proposing to modify the SPDES Permit based on the recently completed technical review (EBPS), correspondence and excerpts from permit package attached.



- NYSDEC provided a legal notice to be published at least one during the week of 6/14 Monday through Friday to advise of the ability for public comment. The Town Clerk forwarded this to the Town's official newspaper for publication.
- Upon receipt of the Proof of Publication the Town should promptly forward to the NYDEC Division of Permits Office
- Should there be objection to the modification written statements giving reasons why the permit should not be modified, or to request a hearing. Statements and requests must be submitted by 7/16/2021.
- A summary of changes had been included in the SPDES Permit Fact Sheet (Page 3) appended to the DRAFT permit attached (.pdf Page 14). There are a few minor changes to the effluent parameters, and addition of Mercury Minimization Program, and schedule for submittals for short-term high intensity monitoring data results and submission of Mercury Conditional Exclusion Certification.
- Based on our review of the proposed draft permit, we noted one comment/change that should be made to the contact email contained in the "PERMITTEE NAME AND ADDRESS" section, [supervisor@townofliberty.org](mailto:supervisor@townofliberty.org) (email of supervisor at the time that the EPBS was submitted 7/19 ) should be changed to [supervisordemay@townofliberty.org](mailto:supervisordemay@townofliberty.org)
- We have also reviewed the proposed changes with our Albany office and changes proposed are inline/typical of other ongoing draft permit reviews, for a discharge to an intermittent stream.
- **The Town should forward the Proof of Publication to the NYDEC Division of Environmental Permits, NYSDEC Headquarters, 625 Broadway, Albany, NY 12233 and await further correspondence and direction from NYSDEC**
- **DRBC Docket Renewal**
  - The Town received notice that docket is scheduled to expire on 11/30/2021 and a complete application, which includes the appropriate project renewal fee, is due in advance of expiration, see correspondence attached.
  - On July 6, 2021 the Town was informed that the DRBC and DEC are now coordinating on the Liberty Loomis WWTP permit to include all necessary DRBC conditions in the Loomis Renewal permit and advised the Town to stop work on the DRBC application for this project. See Loomis WWTP Docket Renewal correspondence, attached.
  - The Town should await further correspondence and direction from DRBC.

#### 6. Attachments

- Loomis WWTP July 6, 2021 Docket Renewal Correspondence

#### 7. Items Reviewed at Meeting but not distributed with this package:

- None

**From:** [Kovach, David \[DRBC\]](#)  
**To:** [Dan Fagnani](#)  
**Cc:** [Engle, Eric \[DRBC\]](#)  
**Subject:** RE: Liberty(T) Loomis WWTP Docket Renewal  
**Date:** Tuesday, July 06, 2021 10:33:43 PM

---

Dan,

The DRBC and DEC are now coordinating on the Liberty Loomis WWTP permit to include all necessary DRBC conditions in the Loomis Renewal permit. I am advising you to stop work on the DRBC application for this project. It will not be necessary. Please let me know of the other DRBC applications you were working on so I can determine if any of those are in the one-permit process. Also let me know if you have already applied to the state for the renewal of the associated SPDES permit.

As long as it is correct in the SPDES permit, there will be no issue with respect to the flow of the plant cited in the DRBC docket.

Thanks,

David Kovach, P.G.  
Project Review Manager  
Delaware River Basin Commission  
P.O. Box 7360  
25 Cosey Road  
West Trenton, NJ 08628-0360  
~~P: 609-477-7264~~ Working Remotely, please Email.  
[David.kovach@drbc.gov](mailto:David.kovach@drbc.gov)

**From:** Dan Fagnani <[dfagnani@delawareengineering.com](mailto:dfagnani@delawareengineering.com)>  
**Sent:** Tuesday, July 06, 2021 3:46 PM  
**To:** Kovach, David [DRBC] <[David.Kovach@drbc.gov](mailto:David.Kovach@drbc.gov)>  
**Subject:** [EXTERNAL] Liberty(T) Loomis WWTP Docket Renewal

For Liberty(T) Loomis, Chad/Eric are checking to see if the Town needs to resubmit the Application Items (e.g., mapping), or if DRBC had those already on file for the pending renewal application.

The other thing that I have since remembered is that the NYSDEC SPDES permit at the time and the existing docket were modified/renewed/written in anticipation of a Phase 2 upgrade and expansion with Kelly Engineering from 0.8 to 0.1 mgd.

We spent many months modifying the NYSDEC SPDES permit back to 0.8 MGD from 1 MGD because 1 MGD in the intermittent stream gave the plant a Phosphorus limit instead of just monitor, but the DRBC docket was never modified to reflect that change.

Additionally, as mentioned, the Town recently received Notice to Modify and draft permit with summary of changes on SPDES Permit Facts Sheet Page 3 (.pdf Page 16).

How will this modification impact the docket renewal application? Will DRBC require any special documentation to renew/modify the docket to match to current/and modified SPDES permit?

Daniel Fagnani  
Delaware Engineering, D.P.C.  
55 South Main Street  
Oneonta, NY 13820  
Phone: (607) 432-8073  
Fax: (607) 432-0432  
[dfagnani@delawareengineering.com](mailto:dfagnani@delawareengineering.com)

---

**From:** Dan Fagnani  
**Sent:** Tuesday, July 06, 2021 1:34 PM  
**To:** Kovach, David ([David.Kovach@drbc.gov](mailto:David.Kovach@drbc.gov))  
**Subject:** DRBC Docket Renewal

Hi David,

As a follow up to our conversation and so that we can share with clients, could you please confirm/answer the following:

1. The Late Filed Renewal Surcharge (\$2,000) will not be assessed to the Application Fee for projects submitting renewal applications for foreseeable future.
2. For projects undergoing upgrade (i.e., Liberty(V) WWTP) expansion (i.e., Liberty(T) Swan Lake WWTP) or NYSDEC discharge permit modification/notice of intent to modify (i.e., Liberty Looms WWTP), applicants should submit renewal applications in advance of docket expiration or (docket expiration less a specified period of time), to put keep the project into an "administrative condition" until such time that the applicant can provide DRBC with the information required to update the docket.

Thanks,

Daniel Fagnani  
Delaware Engineering, D.P.C.  
55 South Main Street  
Oneonta, NY 13820  
Phone: (607) 432-8073  
Fax: (607) 432-0432  
[dfagnani@delawareengineering.com](mailto:dfagnani@delawareengineering.com)



**PAID**  
 Town of Liberty  
 120 North Main Street *7/26/21*  
 Liberty, New York 12754

Voucher No. 071191  
 Check No. 00271

CENTRAL CHECKING

Claimant's Name Kytt Macmanus  
 and Address 255 Fox Mountain Road  
Livingston M: State NY ZIP 12758

Vendor #: 7166 P.O. # \_\_\_\_\_

|                 |
|-----------------|
| Coding:         |
| Vendor#:        |
| PO#:            |
| PO ATTACHED:    |
| Invoice #s:     |
| Addition:       |
| Dept. Head Sig. |
| Reviewed by:    |
| Date:           |

|          | Invoice # - Description of Goods/Services           | Invoice Amt. | Fund/App.# | Amount       |
|----------|-----------------------------------------------------|--------------|------------|--------------|
| 07/26/21 | Invoice # 1 - 857 Parksville Rd - Restore NY Hamlet |              |            |              |
|          | Revitalization Parksville NY                        | \$32,286.80  | A1978.4    |              |
|          |                                                     |              |            | \$ 32,286.80 |
|          |                                                     |              |            |              |
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|          |                                                     |              |            |              |
|          |                                                     |              |            |              |
|          | <b>Total</b>                                        | \$32,286.80  |            | \$32,286.80  |

THE ABOVE SERVICES OR MATERIALS WERE RENDERED OR FURNISHED TO THE MUNICIPALITY ON THE DATES STATED AND THE CHARGES ARE CORRECT.

Date: 7/27/21 Signature: *Kytt Macmanus*

## Previous Day Detail

Report Date: Jul 20, 2021 generated Jul 22, 2021 9:43 AM EDT

Collapse All

### Total Balances

| Closing Ledger | Closing Available | 1 Day Float | 2+ Day Float | Total Credits | Total Debits | Opening Available |
|----------------|-------------------|-------------|--------------|---------------|--------------|-------------------|
| \$32,294.43    | \$32,294.43       | \$0.00      | \$0.00       | \$32,286.80   | \$0.00       | \$32,294.43       |

Account: Town Of Liberty XXXXXXXXXX Keybank National Association 021300077

| Balances          |             |
|-------------------|-------------|
| Closing Ledger    | \$32,294.43 |
| Closing Available | \$32,294.43 |
| 1 Day Float       | \$0.00      |
| 2+ Day Float      | \$0.00      |
| Total Credits     | \$32,286.80 |
| Total Debits      | \$0.00      |
| Opening Available | \$32,294.43 |

| Credit Summaries          |                    |
|---------------------------|--------------------|
| ACH Credits (0)           | \$0.00             |
| Deposits (0)              | \$0.00             |
| Wire Transfer Credits (1) | \$32,286.80        |
| ZBA Credits (0)           | \$0.00             |
| Other MiscCredits (0)     | \$0.00             |
| <b>Total Credits (1)</b>  | <b>\$32,286.80</b> |

| Debit Summaries          |               |
|--------------------------|---------------|
| ACH Debits (0)           | \$0.00        |
| Checks (0)               | \$0.00        |
| Returned Item Debits (0) | \$0.00        |
| Wire Transfer Debits (0) | \$0.00        |
| ZBA Debits (0)           | \$0.00        |
| Other Misc Debits (0)    | \$0.00        |
| <b>Total Debits (0)</b>  | <b>\$0.00</b> |

## Transactions

Show Detail

| Date           | Type                    | Description                                            | Bank Ref | Cust Ref | Credit             | Debit         |
|----------------|-------------------------|--------------------------------------------------------|----------|----------|--------------------|---------------|
| Jul 20, 2021   | Incoming Money Transfer | Transaction Ref. No.:210720129926Fed. Ref. No.:0720... | 1        |          | \$32,286.80        | -             |
| <b>Totals:</b> |                         |                                                        |          |          | <b>\$32,286.80</b> | <b>\$0.00</b> |

**n.rusin@townofliberty.org**

---

**From:** Franzini, Anna (ESD) <Anna.Franzini@esd.ny.gov>  
**Sent:** Thursday, July 15, 2021 9:58 AM  
**To:** 'kytt macmanus'; 'n.rusin@townofliberty.org'  
**Cc:** Samantha MacManus  
**Subject:** RE: Request for Disbursement of Funds #1

Hi Kytt,

The audit team is going to disallow the \$3,809.55 Home Depot expense since there is no itemized receipt.

As a result, the Total Project Cost documented is now \$47,480.59 (\$51,290.14 - \$3,809.55), this allows for a disbursement of \$32,286.80.

**From:** kytt macmanus <kyttmacmanus@yahoo.com>  
**Sent:** Wednesday, July 14, 2021 1:57 PM  
**To:** 'n.rusin@townofliberty.org' <n.rusin@townofliberty.org>; Franzini, Anna (ESD) <Anna.Franzini@esd.ny.gov>  
**Cc:** Samantha MacManus <samanthamacmanus@gmail.com>  
**Subject:** Re: Request for Disbursement of Funds #1

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Thanks Anna,

I only wanted to talk to communicate that if this continues to be a problem then I will just eat the loss and not make the documentation mistake again. At this point it is more important for me to get a refund then to go back and forth on this ad nauseum.

Thanks so much for your help,  
Kytt

On Wednesday, July 14, 2021, 10:58:15 AM EDT, Franzini, Anna (ESD) <[anna.franzini@esd.ny.gov](mailto:anna.franzini@esd.ny.gov)> wrote:

Hi Kytt,

I just reached out to the audit team to see if any additional documentation is needed. Happy to have a quick call, but will also follow up once I hear from the audit team.

Thanks

**From:** kytt macmanus <[kyttmacmanus@yahoo.com](mailto:kyttmacmanus@yahoo.com)>  
**Sent:** Monday, July 12, 2021 11:20 AM  
**To:** 'n.rusin@townofliberty.org' <[n.rusin@townofliberty.org](mailto:n.rusin@townofliberty.org)>; Franzini, Anna (ESD) <[Anna.Franzini@esd.ny.gov](mailto:Anna.Franzini@esd.ny.gov)>  
**Cc:** Samantha MacManus <[samanthamacmanus@gmail.com](mailto:samanthamacmanus@gmail.com)>  
**Subject:** Re: Request for Disbursement of Funds #1

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Hi Anna,

I hope you are well.

I just wanted to check in on this. Might we jump on the phone quickly to discuss?

Let me know?

Best,

Kytt

On Wednesday, July 7, 2021, 02:38:06 PM EDT, Franzini, Anna (ESD) <[anna.franzini@esd.ny.gov](mailto:anna.franzini@esd.ny.gov)> wrote:

Hi Kytt, please see below two follow up questions:

- Item #10 – The two receipts for Thompson Sanitation for \$347.40 and \$260.55 have a description of “cc authorization” only. We were interested in knowing what service was provided, i.e., rental of dumpster, hauling of waste? Are these two receipts the only backup?
- Item #11 – Receipt for the purchase of an aluminum attic ladder at Home Depot in the amount of \$225.72 was submitted. However, there was no receipt submitted for the \$3,809.55 expense and the Home Depot credit card statement does not include a description of purchases made. With credit card purchases, the receipt or invoice is normally included to inform us of the items purchased or the service provided. Do they have a copy of this receipt?

From: kytt macmanus <[kyttmacmanus@yahoo.com](mailto:kyttmacmanus@yahoo.com)>  
Sent: Wednesday, June 30, 2021 2:13 PM  
To: 'n.rusin@townofliberty.org' <[n.rusin@townofliberty.org](mailto:n.rusin@townofliberty.org)>; Franzini, Anna (ESD) <[Anna.Franzini@esd.ny.gov](mailto:Anna.Franzini@esd.ny.gov)>  
Cc: Samantha MacManus <[samanthamacmanus@gmail.com](mailto:samanthamacmanus@gmail.com)>  
Subject: Re: Request for Disbursement of Funds #1

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Thanks Anna and sorry from me this time for the slow reply. Just wondering if there are any updates?

Best,

Kytt

On Friday, June 25, 2021, 03:22:42 PM EDT, Franzini, Anna (ESD) <[anna.franzini@esd.ny.gov](mailto:anna.franzini@esd.ny.gov)> wrote:

Hi Kytt,

Sorry for the delay in getting back to you. Confirming receipt of the requested documentation. I will forward to our audit team along with your questions below and follow up if additional documentation is needed.

Thanks and have a great weekend.

Anna

From: kytt macmanus <[kyttmacmanus@yahoo.com](mailto:kyttmacmanus@yahoo.com)>  
Sent: Wednesday, June 23, 2021 10:26 AM  
To: 'n.rusin@townofliberty.org' <[n.rusin@townofliberty.org](mailto:n.rusin@townofliberty.org)>; Franzini, Anna (ESD) <[Anna.Franzini@esd.ny.gov](mailto:Anna.Franzini@esd.ny.gov)>  
Cc: Samantha MacManus <[samanthamacmanus@gmail.com](mailto:samanthamacmanus@gmail.com)>  
Subject: Re: Request for Disbursement of Funds #1



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Hello again Anna,

Not wanting to delay I am submitting everything I can here

- Item #1 for Town of Liberty building permit expense in the amount of \$1,515.00. Please provide copy of application for building permit as well as a copy of the actual building permit issued.

**PLEASE SEE ATTACHED**

- Items #4, 6, 7, 8, and 9 for Hilltop Construction expenses. If there was a contract entered into between the grantee and vendor, please provide an executed copy. Is there a valid reason as to why no invoice numbers were assigned for these large construction expenses?

**PLEASE SEE ATTACHED**

- Item #5 for NYSEG in the amount of \$403.92. Is there an actual invoice from NYSEG? If so, please provide a copy, what was submitted is a quote.

**PLEASE SEE ATTACHED - WE WERE ABLE TO GET AN EMAIL FROM NYSEG TO THIS EFFECT**

- Item #10 for demolition/removal expenses. Are there copies of Thompson Sanitation invoices showing services provided as backup for invoice #DIYESD1.

**I think there is some confusion here. There are 2 receipts from Thompson Sanitation for the trash removal, the other items are DIY labor for demolition. Please advise?**

- Item #11 for labor and Home Depot purchases. The Home Depot account statements do not include description of purchases, are there any receipts and/or email confirmations that show specific purchases made to include as backup?

**We were able to obtain an itemized receipt for one of the Home Depot items (SEE ATTACHED)...unfortunately we cannot obtain the fully itemized records. Please advise?**

Please let me know if there is anything else we can do at this time?

Best,

Kytt

On Monday, June 21, 2021, 01:46:16 PM EDT, kytt macmanus <[kyttmacmanus@yahoo.com](mailto:kyttmacmanus@yahoo.com)> wrote:

Hey Anna,

I have assembled most of the materials requested except I am still having trouble with Item #11 as I cannot find itemized receipts for everything, and Home Depot hasn't been helpful.

Can you please advise on how to proceed? I can submit the materials we do have ASAP, but wanted to make efforts to combine everything needed.

Also, we received notice from Denise this morning to submit any MWBE before June 30th. For this first requisition, what was the reporting period? Do we need to have our complete 2nd requisition by June 30, or is that for the next quarter?

Let me know what you think?

Best,

Kytt

On Monday, June 14, 2021, 07:43:02 PM EDT, kytt macmanus <[kyttmacmanus@yahoo.com](mailto:kyttmacmanus@yahoo.com)> wrote:

Hello again,

Just a few initial comments as we continue to compile info

- Item #1 for Town of Liberty building permit expense in the amount of \$1,515.00. Please provide copy of application for building permit as well as a copy of the actual building permit issued.

Sure not problem.

- Items #4, 6, 7, 8, and 9 for Hilltop Construction expenses. If there was a contract entered into between the grantee and vendor, please provide an executed copy. Is there a valid reason as to why no invoice numbers were assigned for these large construction expenses?

We will reach out to GC regarding question of invoice numbers and to show contract for project

- Item #5 for NYSEG in the amount of \$403.92. Is there an actual invoice from NYSEG? If so, please provide a copy, what was submitted is a quote.

Will work to get this from NYSED

- Item #10 for demolition/removal expenses. Are there copies of Thompson Sanitation invoices showing services provided as backup for invoice #DIYESD1.

I think there is some confusion here. There are 2 receipts from Thompson Sanitation for the trash removal, the other items are DIY labor for demolition. Please advise?

- Item #11 for labor and Home Depot purchases. The Home Depot account statements do not include description of purchases, are there any receipts and/or email confirmations that show specific purchases made to include as backup?

I am digging through my online account, but it seems that all of the charges do not have line items. I do not think we have receipts but will keep digging. Please advise on what we might be able to do in this case?

Thanks!

Kytt

On Monday, June 14, 2021, 12:14:41 PM EDT, Franzini, Anna (ESD) <[anna.franzini@esd.ny.gov](mailto:anna.franzini@esd.ny.gov)> wrote:

Good Afternoon,

Our audit team has completed its review and is requesting the following information:

- Item #1 for Town of Liberty building permit expense in the amount of \$1,515.00. Please provide copy of application for building permit as well as a copy of the actual building permit issued.
- Items #4, 6, 7, 8, and 9 for Hilltop Construction expenses. If there was a contract entered into between the grantee and vendor, please provide an executed copy. Is there a valid reason as to why no invoice numbers were assigned for these large construction expenses?
- Item #5 for NYSEG in the amount of \$403.92. Is there an actual invoice from NYSEG? If so, please provide a copy, what was submitted is a quote.
- Item #10 for demolition/removal expenses. Are there copies of Thompson Sanitation invoices showing services provided as backup for invoice #DIYESD1.
- Item #11 for labor and Home Depot purchases. The Home Depot account statements do not include description of purchases, are there any receipts and/or email confirmations that show specific purchases made to include as backup?

Thanks,

Anna

From: kyt macmanus <[kyttmacmanus@yahoo.com](mailto:kyttmacmanus@yahoo.com)>

Sent: Monday, April 19, 2021 12:33 PM

To: 'n.rusin@townofliberty.org' <[n.rusin@townofliberty.org](mailto:n.rusin@townofliberty.org)>; Franzini, Anna (ESD) <[Anna.Franzini@esd.ny.gov](mailto:Anna.Franzini@esd.ny.gov)>

Subject: Re: Request for Disbursement of Funds #1

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Attached please find the revised Page 1 of Exhibit F. Please let me know if I can clarify?

Best,

Kytt

On Monday, April 19, 2021, 10:18:41 AM EDT, Franzini, Anna (ESD) <[anna.franzini@esd.ny.gov](mailto:anna.franzini@esd.ny.gov)> wrote:

Good Morning Nick and Kytt,

I am confirming the request for the first payment request is for \$34,877.30.

On Exhibit F at the top of the page it says the disbursement request amount is \$51,290.14, but then in the Eligible Expenses table it shows that \$51,290.14 has been incurred to date and that the ESD request is for \$34,877.30.

If this is true, can you kindly forward a new Exhibit F page 1 with the correct amount being requested at the top of the page.

Thanks,

Anna

From: [n.rusin@townofliberty.org](mailto:n.rusin@townofliberty.org) <[n.rusin@townofliberty.org](mailto:n.rusin@townofliberty.org)>  
Sent: Friday, April 9, 2021 5:01 PM  
To: Franzini, Anna (ESD) <[Anna.Franzini@esd.ny.gov](mailto:Anna.Franzini@esd.ny.gov)>  
Cc: Ross, Denise (ESD) <[Denise.Ross@esd.ny.gov](mailto:Denise.Ross@esd.ny.gov)>; 'kytt macmanus' <[kyttmacmanus@yahoo.com](mailto:kyttmacmanus@yahoo.com)>  
Subject: Request for Disbursement of Funds #1

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To Anna & Denise,

Can't thank you both enough for the guidance, and getting Kytt and I to this point. Thanks very much. be well.

Nick Rusin

Confidential Secretary to

Supervisor Frank DeMayo

Town of Liberty

120 North Main Street

Liberty, NY 12754

[n.rusin@townofliberty.org](mailto:n.rusin@townofliberty.org)

(845) 292-5111

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EXHIBIT B-5

NEW YORK STATE URBAN DEVELOPMENT CORPORATION  
D/B/A EMPIRE STATE DEVELOPMENT  
UNCONDITIONAL WAIVER AND RELEASE

The undersigned (the "General Contractor") has been paid and has received full payment for all services furnished by General Contractor and/or employees or others acting for General Contractor or claiming by, through or under General Contractor through

6-2-20 to 3-28-21  
(Date)

on the job of Ky H MacManus Kauri MacManus  
(Owner)

located at 457 Parksville Rd. Parksville Ny.  
(Job Description)

General Contractor represents and warrants that General Contractor and all persons and entities acting for or claiming by, through or under General Contractor have fully performed and furnished all services to have been performed or furnished by General Contractor and/or any such other person and that there is not now due or owing any amount of money or wages to any party or entity in connection with this job or any part thereof. The General Contractor does hereby release for itself and any party or entity action for General Contractor or claiming by, through or under General Contractor, from any mechanic's liens, stop notice, bond right or claim of any nature whatsoever that the undersigned or any such other party has or may have with respect to the above referenced job.

The General Contractor further agrees to reimburse and does hold harmless and fully indemnify ESD its successors and assigns for any losses or expenses should any such claim, lien, or right to a lien be asserted by the General Contractor or by any person or entity acting for or claiming by, through or under the General Contractor, including, without implied limitation, attorney's fees incurred in the defense thereof.

In addition, for and in consideration of the amounts and sums received, the undersigned hereby waives, releases and relinquishes any and all claims, rights or causes of action whatsoever arising out of or in the course of the work performed on the above-mentioned project, contract or event.

Date: 3-28-21

[Signature]  
(Signature)

Phillips  
(Company Name)

NOTARIZED

STATE OF NEW YORK  
COUNTY OF SULLIVAN SS:  
ON THIS 28 day of March 2021 I Jarrid Schwartz PERSONALLY CAME  
TO ME AND I HEARD THE UNDERSIGNED DECLARED THAT  
WHO EXECUTED THE FOREGOING DOCUMENT.

[Signature]  
NOTARY PUBLIC

LINDA J. FISK  
Notary Public, State of New York  
Sullivan County Clerk's #2338  
Commission Expires 06/01/2022

NEW YORK STATE URBAN DEVELOPMENT CORPORATION  
d\b\A EMPIRE STATE DEVELOPMENT  
Town of Liberty - Parksville Hamlet Revitalization RESTORE NY V, Project Number 131,788

EXHIBIT F-2  
PROJECT COST & COMPLETION AFFIDAVIT

STATE OF NEW YORK )  
 ) ss.:  
COUNTY OF Sullivan )

The Undersigned, being duly sworn, deposes and says:

1. I, Nicholas Rusin, am the Grant Administrator of Town of Liberty (the "Municipality"), a town that is duly organized and validly existing under the laws of the State of New York.

2. I have read and know the contents of a certain Grant Disbursement Agreement (the "Agreement") executed by and between New York State Urban Development Corporation d/b/a Empire State Development ("ESD") and the Municipality dated the 7 day of March 2024.

3. After having read and reviewed the Agreement, invoices and payments relating thereto, statements of cost and equity, and such other documents as I consider necessary to render the certifications contained herein, I do certify, on the Municipality's behalf, that the costs for the project were incurred in the manner set forth in the Agreement, that all such costs are capital expenses in accordance with applicable state and federal law, and the total expended for invoice # 1 was equal to or greater than fifty one thousand two hundred twenty dollars Dollars (\$ 51,200.00 ). This amount includes the Municipality's match portion that is equal to or greater than ten percent of the total expended to date in the form of Project Location Owner's Eq. [for example: municipal equity, project location owner's equity, federal/state/local grants (name the grants), etc.].

4. I certify that there are no liens or claims established with respect to the proceeds of this grant.

5. [Include #5 with final invoice only, otherwise delete] I further certify that this project is substantially completed as described in the General Project Plan in Exhibit A.

6. I make this affidavit and the certifications contained herein to induce ESD to disburse the grant under the terms of the Agreement, knowing that ESD will rely on the statements contained herein. I am aware that the swearing of a false oath is a Class A misdemeanor and may be a Class E felony.

By: \_\_\_\_\_  
Name: Nicholas Rusin  
Title: Grant Admin / Confidential Secretary

Subscribed and sworn to before me  
this 9th day of April, 2021

Sara Sprague  
Notary Public

SARA SPRAGUE  
Notary Public, State of New York  
Qualified in Sullivan County  
No. 01SP6169490  
Commission expires on June 25, 2023



EXHIBIT B-1

CERTIFICATION OF WORK PERFORMED

Please complete the table below with the names of all primary contractor, architect, engineer, construction manager businesses or individuals working on this project and the total expenses incurred for this payment request. Sub-contractor information is not required.

|                          | Name of Business<br>or Individual | Total Expenses<br>Incurred |
|--------------------------|-----------------------------------|----------------------------|
| Architect:               |                                   |                            |
| Engineer:                |                                   |                            |
| General Contractor:      | Hill Top                          | 34,750.00                  |
| Construction Manager:    |                                   |                            |
| Others (please specify): | Tain of Liberty                   | 1515.00                    |
|                          | Wire Pro Electric MWBE            | 4050.00                    |
|                          | NYS EG                            | 403.92                     |
|                          | DIY-Kyrt and Samantha MacHanus    | 10,571.22                  |
|                          | <b>TOTAL*:</b>                    | <b>51,290.14</b>           |

\*Total amount should match the amount listed in Exhibits F & F-2.

CERTIFICATION

The information included herein is correct to the best of my knowledge and belief.

Signature: N.R. Date: 4/9/21

Print Name and Title: Nicholas Rusin / Grant Admin / Confidential Secretary

Any false statement herein may cause the borrower or grantee to be in default under its grant disbursement agreement with ESD.

**EXHIBIT F: CAPITAL GRANT PAYMENT REQUISITION FORM**

Note to Grantee: Do not re-type this form. Fill in only the version included in the executed GDA.

Town of Liberty - Parkville Hamlet Revitalization RESTORE NY V, Project #131,788

Disbursement Request amount: \$ 51,290.14

ESD funds may be applied by Grantee in payment or reimbursement of the following costs:

Invoice # 1

**857 Parkville Road:**

| Eligible Expenses                                                                                              | A: Actual Costs Incurred (this request) | B: ESD Share (this request) | C: Cumulative Amount Previously Received from ESD | D: Grant Amount (Cumulative if multi year grant) | E: (D-C-B) Grant Balance Remaining |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------|---------------------------------------------------|--------------------------------------------------|------------------------------------|
| Construction/Renovation, Infrastructure/Site Preparation, Architectural/Engineering/Soft Costs, and Demolition | 51,290.14                               | 34,877.30                   | 0                                                 | \$121,466                                        | 86,588.7                           |
| Retainage (10% of grant amount)                                                                                |                                         |                             |                                                   |                                                  |                                    |
| <b>TOTAL</b>                                                                                                   |                                         |                             |                                                   | \$121,466                                        |                                    |

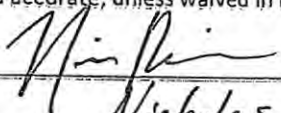
**CERTIFICATION**

I hereby warrant and represent to Empire State Development ("ESD") that:

- 1) To the best of my knowledge, information and belief, the expenditures for which Town of Liberty is seeking payment and/or reimbursement comply with the requirements of the Agreement between ESD and Town of Liberty, are eligible expenses, and that the payment and/or reimbursement of expenditures for which it is seeking payment and/or reimbursement from ESD does not duplicate reimbursement or disbursement of costs and/or expenses from any other source. These findings will be subject to audit by ESD's Internal Audit Department.
- 2) I have the authority to submit this invoice on behalf of Town of Liberty. The project, or portion thereof for which this invoice relates, has been completed in the manner outlined in the Agreement.
- 3) I hereby attach the following documents for ESD approval, in support of this requisition:
  - Exhibit B: Design & Construction Requirements (required with every payment request)
  - Exhibit F-2: Project Cost & Completion Affidavit (required with every payment request)
  - Exhibit F-2A: Documentation of Project Costs (only if ESD share equals or exceeds 60% of total)
  - Exhibit G-2: Staffing Plan
  - Exhibit G-3: Workforce Employment Utilization Report
  - Exhibit G-4: M/WBE Utilization Plan
  - Exhibit G-5: Waiver Request Form
  - Exhibit G-6: M/WBE Contractor Compliance and Payment Report
  - A copy of all current policies of insurance (or certificates thereof) in full compliance with the terms and conditions of Section 12 of the Agreement (for project activity locations only)
  - A copy of Certificate of Occupancy
- 4) There have been no materially adverse changes in the financial condition of the Grantee, except as disclosed in writing to ESD, from the date of submission of the Application to the date hereof.

EXHIBIT F: CAPITAL GRANT PAYMENT REQUISITION FORM, Cont.

- 5) The Grantee has acted responsibly from the date of submission of the Application to the date hereof in full compliance with the terms and conditions of Section 7 of the Agreement.
- 6) Representations, Warranties and Covenants made in Section 8 of the Agreement are still true, complete and accurate, unless waived in Exhibit I of the Agreement.

Signature:  Date: 4/9/21  
Print Name: Nicholas Rusin Title: 4/9/21

At any point in the course of your project, ESD would appreciate feedback regarding this ESD program. Please comment on the application, project approval, and/or payment reimbursement process or any other interactions with ESD related to the project. You may submit your feedback under separate cover to Glendon McLeary, Vice President and Director of Loans & Grants, 633 Third Avenue, NY, NY 10017. Please include your Project Number and Project Name which are listed at the top of this exhibit on your submission.  
Thank you.

**Exhibit F-2A: Documentation of Project Costs**  
**Project Cost Summary for ESD-Eligible Expenses**  
(Invoices and proof of payment must be included)

Town of Liberty - Parksville Hamlet Revitalization RESTORE NY V, Project #131,788  
For Catskill Mountain Kids, 857 Parksville Rd

| Item # * | Check # | \$ Amount      | Invoice date | Vendor Name       | Description of Item or Service           |
|----------|---------|----------------|--------------|-------------------|------------------------------------------|
| 1        | 123     | 1515.00        |              | Town of liberty   | Building Permit                          |
| 2        | 122     | 1800           | 6/2/20       | Wire Pro Electric | Electric down payment                    |
| 3        | 128     | 2,350          | 7/22/20      | Wire Pro Electric | install new panels/underground electric. |
| 4        | Cash    | 750.00         | 6/15/20      | Hill top          | Excavation for underground electric      |
| 5        | 125     | 403.92         | 6/16/20      | NYSEG             | New underground service trench.          |
| 6        | 142     | 7,000.00       | 10/14/20     | Hill top          | Roofing                                  |
| 7        | 143     | 8,000.00       | 11/15/20     | Hill top          | Framing                                  |
| 8        | 140     | 10,000.00      | 11/28/20     | Hill top          | windows                                  |
| 9        | 144     | 9,000.00       | 3/15/21      | Hill top          | Foundation                               |
| TOTAL:   |         | See other page |              |                   |                                          |

PREPARED BY: Kyla and Samantha MacManus DATE: 3-28-21

\*Indicate item numbers clearly on any supporting documentation such as checks, bank statements and invoices.

Note: If construction is being documented with AIA forms, please be sure that all applicable sections are completed, signed & notarized.

**Exhibit F-2A: Documentation of Project Costs**  
**Project Cost Summary for ESD-Eligible Expenses**  
**(Invoices and proof of payment must be included)**

Town of Liberty - Parksville Hamlet Revitalization RESTORE NY V, Project #131,788  
 For Catskill Mountain Kids 857 Parksville Rd

| Item # *       | Check # | \$ Amount | Invoice date | Vendor Name                | Description of Item or Service      |
|----------------|---------|-----------|--------------|----------------------------|-------------------------------------|
| 10             | DFV     | 2,887.45  | 3/28/21      | Kyff and Samantha MacManus | Demolition / Removal                |
| 11             | DFV     | 7,083.27  | 3/28/21      | Kyff and Samantha MacManus | apartment sheetrock, ceiling, attic |
|                |         |           |              |                            |                                     |
|                |         |           |              |                            |                                     |
|                |         |           |              |                            |                                     |
|                |         |           |              |                            |                                     |
|                |         |           |              |                            |                                     |
|                |         |           |              |                            |                                     |
|                |         |           |              |                            |                                     |
| see other page | TOTAL:  | 51,290.14 |              |                            |                                     |

PREPARED BY: Kyff and Samantha MacManus DATE: 3-28-21

\*Indicate item numbers clearly on any supporting documentation such as checks, bank statements and invoices.


Note: If construction is being documented with AIA forms, please be sure that all applicable sections are completed, signed & notarized.

1


**SAMANTHA MACMANUS**  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758

123  
1-1367/260  
733

6/2/20 Date

Pay to the Order of Town of Liberty Building Department | \$ 1,515.00  
one thousand five hundred fifteen dollars ~~also~~ Dollars  Photo Safe Deposit Use as text

 **Bank**  
America's Most Convenient Bank®

For 857 Pinesville Building Permit Sam De Meo  MP

⑆026013673⑆  0123

Account:   
Amount: 1,515.00  
PostDate: 20200609  
Tran\_ID: 772392731  
CheckNum: 123  
DIN: 772392801  
ReturnReasonCode:

ISN# 381801192145  
Date 6/9/2020  
WorkType:26 Batch#: 2

FOR DEPOSIT ONLY  
LAURIE DUTCHER, TOWN CLERK  
TOWN OF LIBERTY  
9861633973  
PAY TO THE ORDER OF  
M&T Bank  
022000046

Account: 4349360505  
Amount: 1,515.00  
PostDate: 20200609  
Tran\_ID: 772392731  
CheckNum: 123  
DIN: 772392801  
ReturnReasonCode:



2,3

WIREPRO ELECTRIC  
32 Horton Ave Callicoon, NY 12723

# Invoice

**Bill To:**

Catskill Mountain Kids, LLC  
857 Parksville Road  
Parksville, NY 12768

Date: 07/22/2020  
Invoice Number: 10107  
Invoice Due Date: 07/22/2020

**Job Location:**

857 Parksville Road  
Parksville, NY 12768

### ITEMIZED WORK: MATERIAL INCLUDING LABOR

- Remove the existing services on the building.
- Remove the existing panel on the first floor.
- Install a 6x6 post 50 feet or less from the building.
- Install wood backing on the 6x6.
- Run 2" PVC conduit from the NYSEG pole to the 6x6 post.
- Install a new 100Amp panel on the first floor.
- Run 2" PVC from the 6x6 post onto the building to the back of the first floor panel.
- Install a 2 gang meter pan on the 6x6 pedestal.
- Run 300Amp wire from the meter to the NYSEG pole.
- Install a 100Amp disconnect under the meter.
- Run 100Amp wire from the disconnect to the first floor panel.
- Install a 200Amp disconnect under the second meter.
- Install 200Amp wire from the disconnect to the existing second floor panel.
- Drive in ground rods at the pedestal.
- \*\*Replace existing main lug panel on the second floor with a 200Amp panel.
- \*\*Replace all breakers in the second floor panel.
- \*\*No existing circuits will be tied into the first floor panel.

Contact Info:  
Phone # 845-701-2569  
Fax # 845-701-2569  
Email: jim@wireproelectric.com

Thank you for your business! Please pay this invoice in full upon receipt to avoid finance charges. There will be a 1.5% interest charge per month on late invoices.

|              |            |
|--------------|------------|
| Tax:         | \$0.00     |
| Total Due:   | \$4,050.00 |
| Downpayment: | \$1,800.00 |
| Payment:     | \$0.00     |
| Balance Due: | \$2,250.00 |

2

**SAMANTHA MACMANUS**  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758

122

1-367/260  
733

5/28/20 Date

Pay to the  
Order of

Wire Pro Electric

\$ 1,800.00

One thousand eight hundred dollars

Dollars



Photo  
Safe  
Deposit  
Details on back



**Bank**

America's Most Convenient Bank®

For

Down Payment 857 parkville

*[Signature]*

MP

⑆026013673⑆

██████████

0622

Account: ██████████  
Amount: 1,800.00  
PostDate: 20200602  
Tran\_ID: 541700326  
CheckNum: 122  
DIN: 541701601  
ReturnReasonCode:

>031308551< 20200602  
THE 3RD BANK 2 20 0031308551  
Drawer#/Trans#: 00035/0036  
HIN: 745835770000094

**FOR DEPOSIT ONLY**  
WirePro Electric, LLC  
Down Payment Account

Account: 4349360505  
Amount: 1,800.00  
PostDate: 20200602  
Tran\_ID: 541700326  
CheckNum: 122  
DIN: 541701601  
ReturnReasonCode:




3


**SAMANTHA MACMANUS**  
 255 FOX MOUNTAIN RD  
 LIVINGSTON MANOR, NY 12758

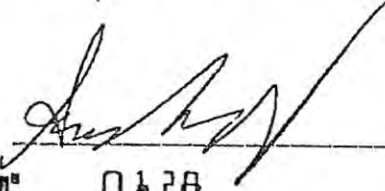
128  
 1-1367/260  
 733


Date 7/27/20


Pay to the Order of Wire Pro Electric \$ 2,250.00

Two thousand Two hundred and fifty dollars Dollars 

 **Bank**  
 America's Most Convenient Bank<sup>SM</sup>

For CMK 857 Jakesville Rd.  AP

⑆026013673⑆  0128

Account:   
 Amount: 2,250.00  
 PostDate: 20200730  
 Tran\_ID: 507567451  
 CheckNum: 128  
 DIN: 507567806  
 ReturnReasonCode:

>031308551<20200730  
 THE DIME BANK 0 20 0031302551  
 Drawer#/Trans#: 00037/0041  
 HIN: 751635780000138

FOR DEPOSIT ONLY  
 WirePro Electric  
 General C\*\*\*\*102\* Account

Account: 4349360505  
 Amount: 2,250.00  
 PostDate: 20200730  
 Tran\_ID: 507567451  
 CheckNum: 128  
 DIN: 507567806  
 ReturnReasonCode:

4.



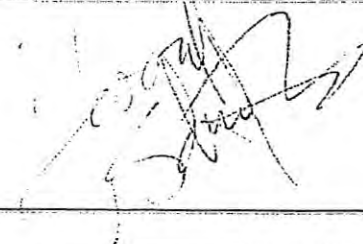
**Hilltop Construction**  
Jarrid D. Schwartz  
General Contractor

Invoice

|                              |               |
|------------------------------|---------------|
| Bill to:<br>Catskill Mt Kids | Date: 6/15/20 |
|------------------------------|---------------|

Description of Work

| Description                         | Hours         | Amount        |
|-------------------------------------|---------------|---------------|
| Excavation for underground electric |               | 750.00        |
|                                     |               |               |
|                                     |               |               |
|                                     |               |               |
|                                     |               |               |
|                                     |               |               |
|                                     |               |               |
|                                     |               |               |
|                                     |               |               |
|                                     | Service Total |               |
|                                     | <b>TOTAL</b>  | <b>750.00</b> |

Notes & Special Instructions:  
Paid in cash. 

Company Data

NY STATE ELECTRIC & GAS CORPORATION  
18 LINK DRIVE  
BINGHAMTON, NY 13904  
USA

5

Quote



**NYSEG**

0250040339

Customer Data

CATSKILL MOUNTAIN KIDS LLC  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758-6820  
USA

Service Location:

CATSKILL MOUNTAIN KIDS LLC  
857 PARKSVILLE RD  
PARKSVILLE, NY 12768  
USA

Quote

Quote Number: 0882930120001459  
Quote Date: 06/16/2020  
Customer Number: 0001391507-0001391507  
Description: OH Serv 857 Parksville Rd Parksville

Work Order: 801000294613  
PO Number: 10300666963

| Description  | Amount   | Tax Amount       |
|--------------|----------|------------------|
| Labor        | 330.08   | 26.41            |
| Material     | 10.81    | 0.87             |
| Vehicle      | 33.11    | 2.64             |
| Quote Charge | 374.00   | Tax Charge 29.92 |
| Amount Due   | \$403.92 |                  |

Payment Method

Work will not be scheduled until payment is received. The estimate is valid for 90 days from the quote date. Request for additional design changes may require a new estimate. If you have any questions regarding this quote, please call 1-800-572-1111 .

For check please detach and return this stub with payment in enclose envelope.



CATSKILL MOUNTAIN KIDS LLC  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758-6820  
USA

NYSEG  
P.O. BOX 847814  
BOSTON, MA 02284-7814

|                       |
|-----------------------|
| Quote Number          |
| 0882930120001459      |
| Customer Number       |
| 0001391507-0001391507 |
| Amount Due            |
| \$403.92              |
| Amount Paid           |
| \$                    |

Do not write below this line

93010882930120001459000000040392


5

**SAMANTHA MACMANUS**  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758

125  
1-1367/260  
733

June 30, 2020  
Date


Pay to the Order of NYSEG \$ 403.92

Four hundred and Three dollars and ninety two cents 00/100 Dollars  Photo Safe Deposit® Details on back

 **Bank**  
America's Most Convenient Bank®

For NYSEG Work Order Gr 857 perlesville Ann NY

⑆0260136731⑆  0125

Account:   
Amount: 403.92  
PostDate: 20200707  
Tran\_ID: 569856771  
CheckNum: 125  
DIN: 569856826  
ReturnReasonCode:

- Security features exceed industry standards and include:
- Microprint - 00770667000 and 007789028 009
- Back Scatter - 240 000
- Mobile Deposit check mark to indicate check has been deposited via mobile device
- Security Weave™ pattern on back designed to deter fraud
- Microprint lines printed on front and back
- Words "ORIGINAL DOCUMENT" across the back
- Microprint lines visible on front and back
- Cash if:
- The features listed above are missing or appear altered
- The back of the check is missing or has disappeared
- The words "VOID" appear on the front and back

2443667180 > 211370209  
R001 B001 P2 SANT  
07/06/2020 BOSTON  
CR TO ASL%C OF  
ENDORSEMENT G  
3016326610 0882930 28001459

HECK HERE  
DO NOT WRITE, STAMP OR SIGN BEYOND THIS LINE  
MOBILE DEPOSIT

Account: 4349360505  
Amount: 403.92  
PostDate: 20200707  
Tran\_ID: 569856771  
CheckNum: 125  
DIN: 569856826  
ReturnReasonCode:

6



Hilltop Construction  
Jarrid D. Schwartz  
General Contractor

### Invoice

Bill to: Catskill Mountain kids  
255 Fox Mt Rd, Lanesboro, NY 12753  
Date: 10/14/20

#### Description of Work

| Description                | Hours         | Amount |
|----------------------------|---------------|--------|
| Removal of old shingles    |               |        |
| Replace/fix wood           |               |        |
| Install flashing           |               |        |
| Install new Roofing        |               |        |
| - 2 ply/slate shingles per |               |        |
|                            |               |        |
|                            |               |        |
|                            |               |        |
|                            |               |        |
|                            |               |        |
|                            |               |        |
|                            | Service Total |        |
|                            | TOTAL         | 7,000  |

Notes & Special Instructions:

6

Front of check

**SAMANTHA MACMANUS**  
 255 FOX MOUNTAIN RD  
 LIVINGSTON MANOR, NY 12758

142  
 1-1367260  
 733

Date 3/08/21

Pay to the Order of Jarrid Schwartz Hilltop construction \$ 7,000  
Seven thousand dollars Dollars

**ID Bank**  
 America's Most Convenient Bank®

For Roof

⑆026013673⑆ [REDACTED] 0642

Back of check

⑆0000⑆

⑆021909342⑆  
 Jeff Bank #006  
 2021-03-08  
 0006423421  
 Batch 113967396

⑆06423421

CHECK HERE IF MOBILE DEPOSIT  
 SERIAL NUMBER ON CHECK FRONT  
 PHOTO SAFE DEPOSIT DOUBLE LOCK

Jarrid Schwartz  
 Hilltop Construction  
 610 9435

7



**Hilltop Construction**  
Jarrid D. Schwartz  
General Contractor

### Invoice

|                                           |                          |
|-------------------------------------------|--------------------------|
| <b>Bill to:</b><br>Catskill Mountain Kids | <b>Date:</b><br>11/15/20 |
|-------------------------------------------|--------------------------|

#### Description of Work

| Description          | Hours         | Amount       |
|----------------------|---------------|--------------|
| Replace Rotted Studs |               |              |
| Replace Rotted Sills |               |              |
| Jack floor Joist     |               |              |
| Add Supports         |               |              |
|                      |               |              |
|                      |               |              |
|                      |               |              |
|                      |               |              |
|                      |               |              |
|                      |               |              |
|                      |               |              |
|                      |               |              |
|                      |               |              |
|                      | Service Total |              |
|                      | <b>TOTAL</b>  | <b>8,000</b> |

Notes & Special Instructions:

7

Front of check

**SAMANTHA MACMANUS**  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758

143  
1-1367/250  
733

3-15-21  
Date

Pay to the Order of Jarrid Schwarte Hill Top Construction \$ 8000.00  
Eight thousand and 00/100 Dollars

**TD Bank**  
America's Most Convenient Bank®

For Framing/Foundation Samantha MacManus

⑆026013673⑆ [REDACTED] 0143

Back of check

Account: 6107935  
Mr & Mrs BBS SecH 26  
>021909342<  
Jeff Bank #006  
2021-03-17  
0006709118  
Batch 114912772

0006709118

DEPOSIT HERE  
 CASH HERE  
 OTHER BANK

Jarrid Schwarte  
 Hill Top Construction  
 6107935



8



Hilltop Construction  
Jarrod D. Schwartz  
General Contractor

Invoice

|                                                           |                |
|-----------------------------------------------------------|----------------|
| Bill to: 255 Fox Mt. Rd<br>CMK Livingston Manor NY, 12758 | Date: 11/28/20 |
|-----------------------------------------------------------|----------------|

Description of Work

| Description                      | Hours         | Amount |
|----------------------------------|---------------|--------|
| Replace 9 windows, 6 new windows |               | 4,800  |
| Flash windows, Replace           |               |        |
| Seal + Insulate                  |               |        |
| Labor                            | —             | 5,200  |
|                                  |               |        |
|                                  |               |        |
|                                  |               |        |
|                                  |               |        |
|                                  |               |        |
|                                  | Service Total |        |
|                                  | TOTAL         | 10,000 |

Notes & Special Instructions:


8


Front of check

**SAMANTHA MACMANUS**  
 255 FOX MOUNTAIN RD  
 LIVINGSTON MANOR, NY 12758

140  
 1-1357/260  
 733

2/24/21  
 Date

Pay to the Order of Jarrod Schwartz Hilltop Associates \$ 10,000  
Ten thousand dollars Dollars 

 **Bank**  
 America's Most Convenient Bank®

For Windows Jarrod Schwartz

⑆026013673⑆ [REDACTED] 0140

Back of check

>021909342<  
 Jeff Bank #006  
 2021-02-24  
 0006096017  
 Batch 112744676

0006096017

CREDIT TO THE ACCOUNT OF  
 THE WITHIN NAMED PAYEE  
 JEFF BANK  
 JEFFERSONVILLE, NEW YORK

CHECK HERE TO  
 6107435770511




9

Front of check

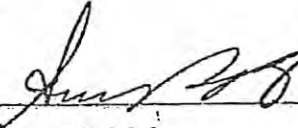
**SAMANTHA MACMANUS**  
 255 FOX MOUNTAIN RD  
 LIVINGSTON MANOR, NY 12758


144  
 1-1367/260  
 733

3-23-21  
 Date

Pay to the Order of Jonid Schwartz \$ 9,000  
nine thousand dollars Dollars  Photo Bank  
 Debit on card

**ID Bank**  
 America's Most Convenient Bank®

For Farming Foundation Sam MacManus 

⑆026013673⑆  0144

Back of check

>021909342<  
 Jeff Bank #006  
 2021-03-25  
 0006911506  
 Batch 115662091

0006911506

DEPOSIT HERE IN ENVELOPE  
 IF STAMPED AND REGISTERED

62280739  
Sam MacManus

Kytt MacManus & Samantha MacManus  
 255 Fox Mountain Rd  
 Livingston Manor, NY, 12758  
 (845)747-9185

# Invoice

Submitted on 3/28/2021

|                    |                                     |                  |
|--------------------|-------------------------------------|------------------|
| <b>Invoice for</b> | <b>Payable to</b>                   | <b>Invoice #</b> |
| NYSESD             | Kytt MacManus                       | DIYESD1          |
| <b>RESTORE, NY</b> | Samantha MacManus                   |                  |
| <b># 131788</b>    | <b>Project</b>                      | <b>Date</b>      |
|                    | DIY Demolition<br>and Trash Removal | 3/28/2021        |

| Description Demo and Removal of Waste                                           | Qty | Unit price  | Total price       |
|---------------------------------------------------------------------------------|-----|-------------|-------------------|
| 5-28-20 Removed Tiles and Flooring                                              | 8   | \$57.00     | \$456.00          |
| 6-23-20 Removed Additional Flooring                                             | 8   | \$57.00     | \$456.00          |
| 6-28-20 Removed exterior deck and hauled waste                                  | 8   | \$57.00     | \$456.00          |
| 7-17-20 Thompson Sanitation                                                     | 1   | \$347.40    | \$347.40          |
| 9-26-20 Removed Fencing and hauled waste                                        | 8   | \$57.00     | \$456.00          |
| 10-4-20 Removed Fencing and hauled waste                                        | 8   | \$57.00     | \$456.00          |
| 11-5-20 Thompson Sanitation                                                     | 1   | \$260.55    | \$260.55          |
|                                                                                 |     | Subtotal    | <b>\$2,887.95</b> |
| Hourly rate taken as median from Prevailing Wage Rates for 07/01/2020 - 06/30/2 |     | Adjustments | \$0.00            |
| Carpenter Classification Published by the New York State Department of Labor    |     |             | <b>\$2,887.95</b> |

10

# Payment Receipt

**Paid By:** SAMANTHA MACMANUS  
243 FOX MOUNTIAN RD.  
LIVINSTON MANOR NY 12758

**Date:** 03/31/21

| DATE       | REFERENCE | DESCRIPTION      | AMOUNT    |
|------------|-----------|------------------|-----------|
| 07/17/2020 | 419278    | cc authorization | -\$347.40 |

Thompson Sanitation Corp  
47 Katrina Falls Rd  
PO Box 494  
Rock Hill, NY 12775-  
(845) 796-1032

10

# Payment Receipt

**Paid By:** SAMANTHA MACMANUS  
243 FOX MOUNTIAN RD.  
LIVINSTON MANOR NY 12758

**Date:** 03/31/21

| PAYMENT DATE | REFERENCE NUMBER | Description      | AMOUNT    |
|--------------|------------------|------------------|-----------|
| 11/06/2020   | 436942           | cc authorization | -\$260.55 |

**Thompson Sanitation Corp**  
47 Katrina Falls Rd  
PO Box 494  
Rock Hill, NY 12775-  
(845) 796-1032

11

Kytl MacManus & Samantha MacManus  
255 Fox Mountain Rd  
Livingston Manor, NY, 12758  
(845)747-9185

# Invoice

Submitted on 3/28/2021

**Invoice for**

NYSESD  
RESTORE, NY  
# 131788

**Payable to**

Kytl MacManus  
Samantha MacManus

**Project**

DIY Demolition  
and Trash Removal

**Invoice #**

DIYESD2

**Date**

3/28/2021

| Description                                             | Qty | Unit price      | Total price       |
|---------------------------------------------------------|-----|-----------------|-------------------|
| Home Depot sheetrock, ceiling panel, fasteners 10-14-20 |     | \$3,809.55      | \$3,809.55        |
| Home Depot Attic Ladder 12-27-20                        |     | \$225.72        | \$225.72          |
| DIY Labor to install Sheetrock/Ceiling Panel/Ladder     | 64  | \$57.00         | \$3,648.00        |
|                                                         |     |                 | \$0.00            |
|                                                         |     |                 | \$0.00            |
|                                                         |     |                 | \$0.00            |
|                                                         |     | <b>Subtotal</b> | <b>\$7,683.27</b> |

See Home Depot statements as the materials were on credit but now fully paid as of March 2021

Adjustments \$0.00

Hourly rate taken as median from Prevailing Wage Rates for 07/01/2020 - 06/30/2021

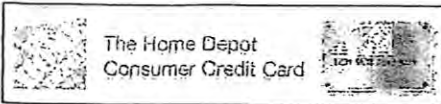
**\$7,683.27**

Carpenter Classification Published by the New York State Department of Labor



# Account Statement

Send Notice of Billing Errors and Customer Service Inquiries to:  
HOME DEPOT CREDIT SERVICES  
PO Box 790328, St. Louis, MO 63179



**Customer Service:**  
homedepot.com/mycard  
**Account Inquiries:**  
1-800-677-0232

**Account Number:** xxxx xxxx xxxx 3069

|                  |            |
|------------------|------------|
| Previous Balance | \$3,458.27 |
| Payments         | -3,458.27  |
| Other Credits    | -\$0.00    |
| Purchases        | +\$0.00    |
| Fees Charged     | +\$0.00    |
| Interest Charged | +\$0.00    |
| New Balance      | \$0.00     |
| Past Due Amount  | \$0.00     |

|                             |             |
|-----------------------------|-------------|
| Credit Limit                | \$10,000.00 |
| Available Credit            | \$10,000.00 |
| Amount Over Credit Limit    | \$0.00      |
| Statement Closing Date      | 03/09/2021  |
| Next Statement Closing Date | 04/08/2021  |
| Days in Billing Cycle       | 32          |

|                                                                                                                                             |               |
|---------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| New Balance                                                                                                                                 | \$0.00        |
| Minimum Payment Due                                                                                                                         | \$0.00        |
| Payment Due Date                                                                                                                            | April 5, 2021 |
| <b>Late Payment Warning:</b> If we do not receive your minimum payment by the date listed above, you may have to pay a late fee up to \$39. |               |
| If you would like information about credit counseling services, call 1-877-337-8187.                                                        |               |

New York residents may contact the New York State Department of Financial Services by telephone, 1-800-342-3736, or visit its website, www.dfs.ny.gov, for free information on comparative credit card rates, fees and grace periods.

Please update your phone number, including cell phone number on the back of the payment coupon.

Marketing offers included in this statement are intended for residents of the United States and its Territories.

**TRANSACTIONS**

| Trans Date | Description                 | Reference #       | Amount      |
|------------|-----------------------------|-------------------|-------------|
| 03/01      | ONLINE PAYMENT DEERFIELD IL | P9194001WEHW9AN4H | \$ 3,458.27 |

**FEES**

|                            |         |
|----------------------------|---------|
| TOTAL FEES FOR THIS PERIOD | \$ 0.00 |
|----------------------------|---------|

**GEAR** New items are officially here for spring at THD Gear. From new apparel and hats to fun outdoor games and accessories, be sure to check out the latest THD Gear products to help you get ready for spring.

PLEASE SEE IMPORTANT INFORMATION ON PAGE 2. Page 1 of 4 This Account is Issued by Citibank, N.A.

↓ Please detach and return lower portion with your payment to insure proper credit. Retain upper portion for your records. ↓

P.O. Box 790328  
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 3069

**WE'RE HIRING.**  
**APPLY TODAY.**  
homedepot.com/careers

The Home Depot® is an Equal Opportunity/AAE/DFW/Disability Employer. Available positions may vary by location. Equal candidates are encouraged to apply.

|                         |               |
|-------------------------|---------------|
| Payment Due Date        | April 5, 2021 |
| New Balance             | \$0.00        |
| Past Due Amount         | \$0.00        |
| Minimum Payment Due     | \$0.00        |
| <b>Amount Enclosed:</b> | <b>\$</b>     |

Statement Enclosed

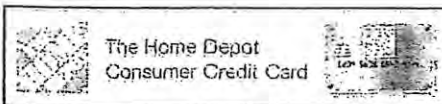
Please print address changes on the reverse side.  
**Make Checks Payable to** ▼

KYTT MACMANUS  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758-6820

HOME DEPOT CREDIT SERVICES  
PO BOX 70600  
PHILADELPHIA, PA 19176-0600

# Account Statement

Send Notice of Billing Errors and Customer Service Inquiries to:  
HOME DEPOT CREDIT SERVICES  
PO Box 790328, St. Louis, MO 63179



**Customer Service:**  
homedepot.com/mycard  
**Account Inquiries:**  
1-800-677-0232

**Account Number:** xxxx xxxx xxxx 3069

|                  |            |
|------------------|------------|
| Previous Balance | \$3,958.27 |
| Payments         | -\$500.00  |
| Other Credits    | -\$0.00    |
| Purchases        | +\$0.00    |
| Fees Charged     | +\$0.00    |
| Interest Charged | +\$0.00    |
| New Balance      | \$3,458.27 |
| Past Due Amount  | \$0.00     |

|                             |             |
|-----------------------------|-------------|
| Credit Limit                | \$10,000.00 |
| Available Credit            | \$6,541.00  |
| Amount Over Credit Limit    | \$0.00      |
| Statement Closing Date      | 02/05/2021  |
| Next Statement Closing Date | 03/09/2021  |
| Days in Billing Cycle       | 28          |

|                     |               |
|---------------------|---------------|
| New Balance         | \$3,458.27    |
| Minimum Payment Due | \$35.00       |
| Payment Due Date    | March 5, 2021 |

**Late Payment Warning:** If we do not receive your minimum payment by the date listed above, you may have to pay a late fee up to \$39.

**Minimum Payment Warning:** If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

| If you make no additional charges using this card and each month you pay... | You will pay off the balance shown on this statement in about... | And you will end up paying an estimated total of... |
|-----------------------------------------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------|
| Only the minimum payment                                                    | 17 years                                                         | \$10,956                                            |
| \$152                                                                       | 3 years                                                          | \$5,483<br>(Savings=\$5,473)                        |

If you would like information about credit counseling services, call 1-877-337-8187.

Your Minimum Payment Due is \$35.00. If you paid your non-promotional (revolving) balances and any expiring promotional balances in full on your last statement, you can avoid interest charges on any new non-promotional (revolving) balances and any expiring promotional balances if you pay \$35.00 by 03/05/21. Otherwise, interest will accrue from your statement closing date until we receive your payment. The "How to Avoid Paying Interest on Purchases" section on page 2 has more information.

New York residents may contact the New York State Department of Financial Services by telephone, 1-800-342-3736, or visit its website, www.dfs.ny.gov, for free information on comparative credit card rates, fees and grace periods.

You must pay your promotional balance of \$3,458.27 in full by 05/05/21 to avoid paying deferred interest charges.

Please update your phone number, including cell phone number on the back of the payment coupon.

Marketing offers included in this statement are intended for residents of the United States and its Territories.

**SHOWER THEM WITH LOVE AND THE HOME DEPOT® GIFT CARD**

**WITH GROUP GIFTING, EVERYONE CAN CHIP IN FOR THE PERFECT WEDDING OR NEW HOME GIFT**

No Service Fee. No Expiration Date. \* Learn More at [homedepot.com/giftcard](http://homedepot.com/giftcard)

HD 4

PLEASE SEE IMPORTANT INFORMATION ON PAGE 2.

Page 1 of 6

This Account is Issued by Citibank, N.A.

↓ Please detach and return lower portion with your payment to insure proper credit. Retain upper portion for your records. ↓

Your Account Number is xxxx xxxx xxxx 3069

  
P.O. Box 790328  
St. Louis, MO 63179

Statement Enclosed

**SHOP IN STORE  
WITHOUT YOUR CARD**

With a valid ID and SSN,  
we can look up your account  
information at checkout.

|                     |               |
|---------------------|---------------|
| Payment Due Date    | March 5, 2021 |
| New Balance         | \$3,458.27    |
| Past Due Amount     | \$0.00        |
| Minimum Payment Due | \$35.00       |
| Amount Enclosed: \$ |               |

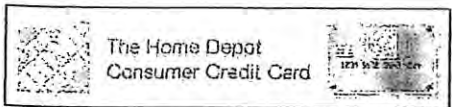
Please print address changes on the reverse side.  
Make Checks Payable to ▼

KYTT MACMANUS  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758-6820

HOME DEPOT CREDIT SERVICES  
PO BOX 70600  
PHILADELPHIA, PA 19176-0600

# Account Statement

Send Notice of Billing Errors and Customer Service Inquiries to:  
HOME DEPOT CREDIT SERVICES  
PO Box 790326, St. Louis, MO 63179



**Customer Service:**  
homedepot.com/mycard  
**Account Inquiries:**  
1-800-677-0232

**Account Number:** xxxx xxxx xxxx 3069

|                  |            |
|------------------|------------|
| Previous Balance | \$3,770.55 |
| Payments         | -\$38.00   |
| Other Credits    | -\$0.00    |
| Purchases        | +\$225.72  |
| Fees Charged     | +\$0.00    |
| Interest Charged | +\$0.00    |
| New Balance      | \$3,958.27 |
| Past Due Amount  | \$0.00     |

|                             |             |
|-----------------------------|-------------|
| Credit Limit                | \$10,000.00 |
| Available Credit            | \$6,041.00  |
| Amount Over Credit Limit    | \$0.00      |
| Statement Closing Date      | 01/08/2021  |
| Next Statement Closing Date | 02/05/2021  |
| Days in Billing Cycle       | 30          |

|                     |                  |
|---------------------|------------------|
| New Balance         | \$3,958.27       |
| Minimum Payment Due | \$40.00          |
| Payment Due Date    | February 5, 2021 |

**Late Payment Warning:** If we do not receive your minimum payment by the date listed above, you may have to pay a late fee up to \$39.  
**Minimum Payment Warning:** If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

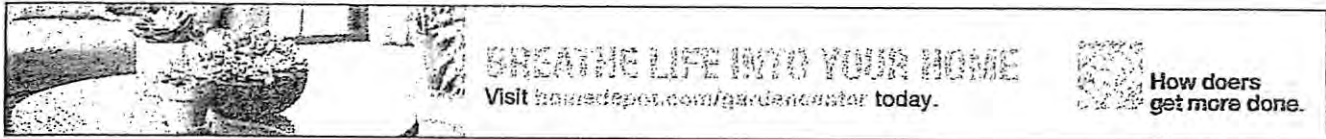
| If you make no additional charges using this card and each month you pay... | You will pay off the balance shown on this statement in about... | And you will end up paying an estimated total of... |
|-----------------------------------------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------|
| Only the minimum payment                                                    | 18 years                                                         | \$12,482                                            |
| \$169                                                                       | 3 years                                                          | \$6,092<br>(Savings=\$6,390)                        |

If you would like information about credit counseling services, call 1-877-337-8187.

Your Minimum Payment Due is \$40.00. If you paid your non-promotional (revolving) balances and any expiring promotional balances in full on your last statement, you can avoid interest charges on any new non-promotional (revolving) balances and any expiring promotional balances if you pay \$187.72 by 02/05/21. Otherwise, interest will accrue from your statement closing date until we receive your payment. The "How to Avoid Paying Interest on Purchases" section on page 2 has more information.

New York residents may contact the New York State Department of Financial Services by telephone, 1-800-342-3736, or visit its website, www.dfs.ny.gov, for free information on comparative credit card rates, fees and grace periods.

You must pay your promotional balance of \$3,770.55 in full by 05/05/21 to avoid paying deferred interest charges.  
Please see the enclosed privacy notice for important information.  
Please see the enclosed deferred interest promotional offer update for important information.



PLEASE SEE IMPORTANT INFORMATION ON PAGE 2. Page 1 of 8 This Account is Issued by Citibank, N.A.  
Please detach and return lower portion with your payment to insure proper credit. Retain upper portion for your records.

P.O. Box 790326  
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 3069

**WORKSHOPS**

- Save money and time by doing projects yourself.
- Join our online workshops, discover how-to videos and explore DIY articles to get doing done.

Learn more at [homedepot.com/workshops](http://homedepot.com/workshops).

|                     |                  |
|---------------------|------------------|
| Payment Due Date    | February 5, 2021 |
| New Balance         | \$3,958.27       |
| Past Due Amount     | \$0.00           |
| Minimum Payment Due | \$40.00          |
| Amount Enclosed: \$ |                  |

Statement Enclosed

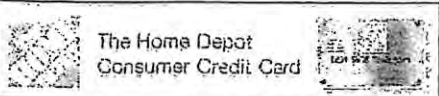
Please print address changes on the reverse side.  
Make Checks Payable to ▾

KYTT MACMANUS  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758-6820

HOME DEPOT CREDIT SERVICES  
PO BOX 70600  
PHILADELPHIA, PA 19176-0600

# Account Statement

Send Notice of Billing Errors and Customer Service Inquiries to:  
HOME DEPOT CREDIT SERVICES  
PO Box 790328, St. Louis, MO 63179



**Customer Service:**  
homedepot.com/mycard  
**Account Inquiries:**  
1-800-677-0232

**Account Number:** xxxx xxxx xxxx 3069

| Summary of Account Activity |                   |
|-----------------------------|-------------------|
| Previous Balance            | \$3,809.55        |
| Payments                    | -\$39.00          |
| Other Credits               | -\$0.00           |
| Purchases                   | +\$0.00           |
| Fees Charged                | +\$0.00           |
| Interest Charged            | +\$0.00           |
| <b>New Balance</b>          | <b>\$3,770.55</b> |
| Past Due Amount             | \$0.00            |

|                             |            |
|-----------------------------|------------|
| Credit Limit                | \$5,001.00 |
| Available Credit            | \$1,230.00 |
| Amount Over Credit Limit    | \$0.00     |
| Statement Closing Date      | 12/09/2020 |
| Next Statement Closing Date | 01/08/2021 |
| Days in Billing Cycle       | 31         |

| Payment Information |                 |
|---------------------|-----------------|
| New Balance         | \$3,770.55      |
| Minimum Payment Due | \$38.00         |
| Payment Due Date    | January 5, 2021 |

**Late Payment Warning:** If we do not receive your minimum payment by the date listed above, you may have to pay a late fee up to \$39.

**Minimum Payment Warning:** If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

| If you make no additional charges using this card and each month you pay... | You will pay off the balance shown on this statement in about... | And you will end up paying an estimated total of... |
|-----------------------------------------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------|
| Only the minimum payment                                                    | 17 years                                                         | \$11,807                                            |
| \$158                                                                       | 3 years                                                          | \$5,697<br>(Savings=\$6,110)                        |

If you would like information about credit counseling services, call 1-877-337-8187.

Your Minimum Payment Due is \$38.00. If you paid your non-promotional (revolving) balances and any expiring promotional balances in full on your last statement, you can avoid interest charges on any new non-promotional (revolving) balances and any expiring promotional balances if you pay \$38.00 by 01/05/21. Otherwise, interest will accrue from your statement closing date until we receive your payment. The "How to Avoid Paying Interest on Purchases" section on page 2 has more information.

New York residents may contact the New York State Department of Financial Services by telephone, 1-800-342-3736, or visit its website, www.dfs.ny.gov, for free information on comparative credit card rates, fees and grace periods.

You must pay your promotional balance of \$3,770.55 in full by 05/05/21 to avoid paying deferred interest charges.

Beginning in January, there will be a \$5 expedited payment fee to make a same day payment with a customer service agent. To make a payment at any time with no fee, including a same day payment, you can use the automated voice response system or access your account online at homedepot.com/mycard.

Please update your phone number, including cell phone number on the back of the payment coupon.

## Happy Holidays from THD Gear

Shop new holiday items on THD Gear.com. Use promo code **HOLIDAY20** for **10% off** your purchase\*.  
\*Valid 12/1/20 - 1/31/21 on THD Gear.com purchases only. Not combinable with other offers. Other exclusions may apply.

PLEASE SEE IMPORTANT INFORMATION ON PAGE 2. Page 1 of 4 This Account is Issued by Citibank, N.A.

Please detach and return lower portion with your payment to insure proper credit. Retain upper portion for your records.

PO Box 790328  
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 3069

**SHOP IN STORE  
WITHOUT YOUR CARD**

With a valid ID and SSN,  
we can look up your account  
information at checkout.

|                     |                 |
|---------------------|-----------------|
| Payment Due Date    | January 5, 2021 |
| New Balance         | \$3,770.55      |
| Past Due Amount     | \$0.00          |
| Minimum Payment Due | \$38.00         |
| Amount Enclosed: \$ | .               |

Statement Enclosed

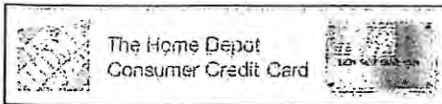
Please print address changes on the reverse side.  
Make Checks Payable to ▾

KYTT MACMANUS  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758-6820

HOME DEPOT CREDIT SERVICES  
PO BOX 70600  
PHILADELPHIA, PA 19176-0600

# Account Statement

Send Notice of Billing Errors and Customer Service Inquiries to:  
HOME DEPOT CREDIT SERVICES  
PO Box 790328, St. Louis, MO 63179



**Customer Service:**  
homedepot.com/mycard  
**Account Inquiries:**  
1-800-677-0232

**Account Number: xxxx xxxx xxxx 3069**

|                    |                   |
|--------------------|-------------------|
| Previous Balance   | \$0.00            |
| Payments           | -\$0.00           |
| Other Credits      | -\$0.00           |
| Purchases          | +\$3,809.55       |
| Fees Charged       | +\$0.00           |
| Interest Charged   | +\$0.00           |
| <b>New Balance</b> | <b>\$3,809.55</b> |
| Past Due Amount    | \$0.00            |

|                             |            |
|-----------------------------|------------|
| Credit Limit                | \$5,001.00 |
| Available Credit            | \$1,191.00 |
| Amount Over Credit Limit    | \$0.00     |
| Statement Closing Date      | 11/08/2020 |
| Next Statement Closing Date | 12/09/2020 |
| Days in Billing Cycle       | 30         |

|                     |                  |
|---------------------|------------------|
| New Balance         | \$3,809.55       |
| Minimum Payment Due | \$39.00          |
| Payment Due Date    | December 5, 2020 |

**Late Payment Warning:** If we do not receive your minimum payment by the date listed above, you may have to pay a late fee up to \$39.

**Minimum Payment Warning:** If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

| If you make no additional charges using this card and each month you pay... | You will pay off the balance shown on this statement in about... | And you will end up paying an estimated total of... |
|-----------------------------------------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------|
| Only the minimum payment                                                    | 17 years                                                         | \$11,830                                            |
| \$156                                                                       | 3 years                                                          | \$5,628<br>(Savings=\$6,202)                        |

If you would like information about credit counseling services, call 1-877-337-8187.

Your Minimum Payment Due is \$39.00. If you paid your non-promotional (revolving) balances and any expiring promotional balances in full on your last statement, you can avoid interest charges on any new non-promotional (revolving) balances and any expiring promotional balances if you pay \$39.00 by 12/05/20. Otherwise, interest will accrue from your statement closing date until we receive your payment. The "How to Avoid Paying Interest on Purchases" section on page 2 has more information.

New York residents may contact the New York State Department of Financial Services by telephone, 1-800-342-3736, or visit its website, www.dfs.ny.gov, for free information on comparative credit card rates, fees and grace periods.

You must pay your promotional balance of \$3,809.55 in full by 05/05/21 to avoid paying deferred interest charges.

Beginning in January, there will be a \$5 expedited payment fee to make a same day payment with a customer service agent. To make a payment at any time with no fee, including a same day payment, you can use the automated voice response system or access your account online at homedepot.com/mycard.



COMMITTED TO SERVING OUR COMMUNITIES



Please detach and return lower portion with your payment to insure proper credit. Retain upper portion for your records.

Your Account Number is xxxx xxxx xxxx 3069

HOME DEPOT CREDIT SERVICES  
P.O. Box 790328  
St. Louis, MO 63179

|                     |                  |
|---------------------|------------------|
| Payment Due Date    | December 5, 2021 |
| New Balance         | \$3,809.51       |
| Past Due Amount     | \$0.01           |
| Minimum Payment Due | \$39.01          |

Amount Enclosed: \$

Please print address changes on the reverse side.  
Make Checks Payable to ▾

Statement Enclosed

KYTT MACMANUS  
255 FOX MOUNTAIN RD  
LIVINGSTON MANOR, NY 12758-6820

HOME DEPOT CREDIT SERVICES  
PO BOX 9001010  
LOUISVILLE, KY 40290-1010



Exhibit G-6

CONTRACTOR/GRANTEE: Town of Liberty
ADDRESS: 120 North Main Street
TOWN/COUNTY/ZIP: Liberty, NY, 12754
CONTACT PERSON: Nick Rusin
TELEPHONE: (845) 292-5111
EMAIL: Supervisor@townofliberty.org

ESD OCSD REPRESENTATIVE: Denise Ross
CONTRACT/PROJECT NAME: Parkville Restore, NY
CONTRACT/PROJECT #: 131.788
PROJECT START DATE: 6/2/20
PERCENT COMPLETE: 100%
ACTUAL COMPLETION DATE:

REPORTING PERIOD: [ ] Monthly for the Month of: (Month) (Year)
[ ] Quarterly (Check Applicable): [ ] Quarter 1 (4/1-6/30) | [ ] Quarter 2 (7/1-9/30) | [ ] Quarter 3 (10/1-12/31) | [X] Quarter 4 (1/1-3/31)

Attach MWBE and SDVOB executed contracts, wire transfer confirmations and cancelled checks as proof of payment to the identified MWBEs and SDVOBs. This report should be completed and signed by an officer of the Reporting Company. Attach additional sheets if necessary.

Table with 9 columns: PRIME CONTRACTOR, PRIME CONTRACT AMOUNT, MWBE or SDVOB SUBCONTRACTOR, NYS CERTIFICATION, DESCRIPTION OF SERVICES, CONTRACT AMOUNT, PAYMENTS PREVIOUSLY REPORTED, PAYMENTS ON CURRENT REPORT, TOTAL PAYMENTS TO DATE. Includes handwritten entries for Mr. Jim Porter and a contract amount of \$4,050.00.

CERTIFICATION: I, (Print Name), the (Title) of the Reporting Company above, do certify that (i) I have read this Compliance Report and (ii) to the best of my knowledge, information and belief, the information contained herein is complete and accurate.

SIGNATURE: [Signature] DATE: 4-9-21

Submission of this form constitutes the Contractor's acknowledgement as to the accuracy of the information contained herein. Failure to submit complete and accurate information may result in a finding of noncompliance, non-responsibility, suspension and/or termination of the Contract.



July 27, 2021

Mr. Damon Knack  
Town of Liberty Water & Sewer Department  
120 North Main Street  
Liberty, NY 12754

Dear Damon,

I would like to thank you for your consideration of Underwater Solutions Inc. to conduct the inspection and cleaning of your water storage facility.

As requested, please find attached a proposal for the inspection and cleaning (sediment removal) of the White Sulphur Springs 300,000-Gallon steel water storage tank.

Should you wish to proceed, we are also including a copy of an agreement to conduct this work. Please sign and return one copy to us at your earliest convenience, allowing a date to be reserved for your project.

Upon completion of this work, a comprehensive report of our findings and corresponding photographs will be submitted.

If you have any questions or would like additional information, please contact me.

Again, I would like to thank you for your consideration of *US*.

Sincerely,

UNDERWATER SOLUTIONS INC.

David M. Cornish  
President

DMC/mlp  
Enclosures

# AGREEMENT

BETWEEN UNDERWATER SOLUTIONS INC. AND TOWN OF LIBERTY WATER & SEWER DEPARTMENT, LIBERTY, NY FOR THE INSPECTION AND CLEANINGS (SEDIMENT REMOVAL) AS WELL AS THE INSTALLATION OF A KASCO ACTIVE MIXER WITHIN THE WHITE SULPHUR SPRINGS 300,000-GALLON STEEL WATER STORAGE AS FOLLOWS:

Town of Liberty Water & Sewer Department, Liberty, NY agrees to have Underwater Solutions Inc. perform the above mentioned work as per the conditions/terms and costs stated on the proposal dated July 27, 2021 (copy attached).

**PERSONNEL:** Divers / Tenders  
Complete Sterile Inspection/Cleaning Dive Station  
(All gear sanitized and utilized only in potable water.)

**SUBMITTALS:** Free unlimited 24/7 access to USAM Cloud upon completion of the work.  
*\*Hard copies of your reports can be printed directly from this cloud platform.*

**HEALTH & SAFETY:** All work orders are automated specific to job task. Task specific safety forms, PPE and personnel roles are submitted daily. Full health and safety plans are available upon request.

**COST:** While mobilized in *New York, 2021:*  
Inspect/clean (sediment removal) up to 3" of sediment, one mobilization: **\$6,980.00\***

The following add-on services can be provided for the cost listed below:

|                                                                |                                               |                                                    |                |
|----------------------------------------------------------------|-----------------------------------------------|----------------------------------------------------|----------------|
| <input type="checkbox"/> Ultrasonic Thickness Testing          | INCLUDED                                      | <input type="checkbox"/> Real-Time Video with DVD: | \$390.00*      |
| <input type="checkbox"/> Filter bag(s) & capturing of sediment | \$275./per bag                                | <input type="checkbox"/> Kasco® Active Mixer:      | Inquire Within |
| <input type="checkbox"/> Disposal:                             | Cost + 15% Markup                             | <input type="checkbox"/> Installation of Mixer:    | Inquire Within |
|                                                                | <input type="checkbox"/> Aerial Drone Footage | \$895.00*                                          |                |

\*This cost is based on prevailing wage rates.

\*Should the Town of Liberty Water & Sewer Dept. choose to install the mixer, installation will be free of charge if completed at the same time as the inspection and cleaning.

\*Should the Town of Liberty Water & Sewer Dept. choose to install the mixer, installation includes Underwater Solutions Inc. placing the mixer on the tank floor away from any possible obstructions utilizing a floor mount. Underwater Solutions Inc. will run the associated power supply cable through an existing penetration or will drill a new penetration that will be sealed at the completion. It will be the responsibility of the Town of Liberty Water & Sewer Dept. to contract a certified electrician to complete the control panel installation and final electrical connections (120V).

\*Should sediment exceeding 3" exist within this tank or if Underwater Solutions Inc. is required to spend additional time beyond the one (8)-hour day allotted for this structure's inspection and cleaning, then the following hourly rate will be incurred for any such additional time needed to complete this inspection/cleaning: \$950/per hour

## TERMS AND CONDITIONS:

\*It is the responsibility of the customer to provide Underwater Solutions Inc. with a location for discharge for all cleaning projects (sediment removal).  
\*All sites must be maintained to allow a truck and trailer to mobilize to within 25' of the tank, allowing access around the circumference of the tank, and have good, sound ladder access to the rooftop. \*All entry hatches must function allowing internal access to each tank and personnel must be available to mobilize to site locations. If this structure or any structure to be inspected have only bolt-on entry hatches, these bolt-on entry hatches must be removed prior to our arrival and re-secured by the customers personnel at the completion of this project. At the time this project is to be conducted, the water level within this structure must be as full as possible or within 10' of overflow. Per OSHA guidelines if the structure to be inspected and cleaned is a standpipe exceeding 100' the water level within the structure will have to be lowered and maintained between 97'-99' at all times throughout the inspection and cleaning. The term "cleaning" refers to the removal of accumulated precipitate i.e. iron, manganese or similar types of precipitate. Sand, coagulated sediment, debris, coating chips or other heavy material will incur an additional cost for removal. Services beyond the removal of precipitate in terms of cleaning may incur an additional cost. It is the responsibility of the customer to provide Underwater Solutions Inc. with a location for discharge for all cleaning projects (sediment removal) Note: The term "one mobilization" refers to allowing Underwater Solutions Inc. access to all site(s) at all times throughout the project. Should operations not allow for complete access to all site(s) throughout the entire project, an additional charge shall be incurred. \*By signing this document, I understand that in the event that the above-referenced terms and conditions are required to be met upon Underwater Solutions Inc. arrival on-site, then an additional hourly rate of \$300.00/per hour shall be incurred until such time that the terms and conditions are met, and Underwater Solutions Inc. is able to commence operations.

**PAYMENT TERMS:** PAYABLE UPON RECEIPT OF INVOICE  
\* ACH PAYMENTS PREFERRED (Please contact our office to make arrangements)

IN ACCEPTANCE OF AFOREMENTIONED AGREEMENT:



\_\_\_\_\_  
Signature of Authorized Representative  
President July 27, 2021  
Title Date

\_\_\_\_\_  
Signature of Authorized Representative

Title Date





*Water Infrastructure Specialists*  
P.O. Box 208 · Mattapoisett, MA 02739 · 508-758-6126

|                                                                                                                                         |                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <b>ORDER NO. UWS - 368</b>                                                                                                              | <b>PAYMENT TERMS</b>                                                          |
| QUOTE DATE: July 27, 2021                                                                                                               | <b>PAYABLE UPON RECEIPT OF INVOICE</b>                                        |
| <b>BILL TO</b><br>Town of Liberty Water & Sewer Department<br><br>Mr. Damon Knack<br><br>120 North Main Street<br><br>Liberty, NY 12754 | <b>FOR</b><br>Kasco & Marine, Inc.<br>Certisafe™ Mixer<br>NSF61 Potable Water |

| DETAILS                                                                                                                                                                                                                    | AMOUNT                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| Kasco Certisafe™ Mixer 2400C61.1/2 hp, 120 V Mixer, Floor Mount, Control Panel, 50' Cord                                                                                                                                   | \$8,370.00                                                    |
| CS-150 Upgraded Advanced Control Panel<br>(See Attached Design Basis)                                                                                                                                                      | \$750.00 (Please Check Off Box) <input type="checkbox"/>      |
| Extended 2-Year Warranty (Only Applicable if Upgraded Control Panel is Selected)                                                                                                                                           | \$750.00 (Please Check Off Box) <input type="checkbox"/>      |
| White Sulphur Springs 300,000-Gallon Steel Water Storage Tank                                                                                                                                                              |                                                               |
| SUBTOTAL W/ STANDARD CONTROL PANEL                                                                                                                                                                                         | \$8,370.00                                                    |
| SUBTOTAL W/ ADVANCED CONTROL PANEL                                                                                                                                                                                         | \$9,120.00                                                    |
| EXTENDED 2-YEAR WARRANTY                                                                                                                                                                                                   | \$750.00                                                      |
| TAX RATE                                                                                                                                                                                                                   | Exempt                                                        |
| SHIPPING COST                                                                                                                                                                                                              | Shipping Not Included - Will Be Invoiced At Time of Shipping. |
| TOTAL:                                                                                                                                                                                                                     | TBD                                                           |
| <i>PAYMENT TERMS: PAYABLE UPON RECEIPT OF INVOICE</i>                                                                                                                                                                      |                                                               |
| <i>ACH PAYMENTS PREFERRED (Please contact our office to make arrangements)</i>                                                                                                                                             |                                                               |
| <i>IN ACCEPTANCE OF AFOREMENTIONED AGREEMENT:</i>                                                                                                                                                                          |                                                               |
| Signature of Authorized Representative                                                                                                                                                                                     | Title                                                         |
|                                                                                                                                                                                                                            | Date                                                          |
| <i>If you have any questions concerning this quote, use the following contact information</i><br>David M. Cornish, President - 508-758-6126 - E-mail: office@underwatersolutionsinc.com / sales@underwatersolutionsinc.com |                                                               |

**THIS COST IS BASED ON BUDGETARY PRICING FOR THE 2021 CALENDAR YEAR AND MAY BE SUBJECT TO CHANGE**