

**TOWN OF NEW BALTIMORE, COUNTY OF GREENE
TOWN BOARD WORK MEETING**

FEBRUARY 27, 2017

AGENDA

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Reports

Supervisor

- Resolution to Adopt Supervisor's 2016 Annual Financial Report Update Document Submitted to the State Comptroller and on File in the Town Clerk's Office for Public Inspection

County Legislator

Town Clerk

- Approval of February 13, 2017 Town Board Regular Meeting Minutes

Tax Collector

Historian

Agriculture (Chair Irving/Member Briody)

Ag Fest Liaison (Member Irving)

Animal Control (Chair Ruso/Member Dellisanti)

Assessment (Chair Dellisanti/Member VanEtten)

Audit and Control Committee (Chair Ruso/Member Dellisanti)

- Resolution to Approve Annual Review of Accounts for Supervisor and Town Clerk

Buildings & Grounds/Recycling (Chair Irving/Member Briody)

Building Inspector/Code Enforcement (Chair VanEtten/Member Briody)

Fire, EMS & Law Enforcement (Chair Dellisanti/Member Briody)

Grants/Promotions/Economic Development (Chair Ruso/Member VanEtten)

Greene County EMS (Representative Dellisanti/Deputy Ruso)

Greene County Planning Board (Member Irving)

Highway (Chair Dellisanti/Member Ruso)

- Resolution Authorizing Shared Services Agreement with New York State Department of Transportation
- Resolution Authorizing Extension of Advertisement for Full Time and Part Time Heavy Equipment Operators for the Highway Department

Insurance (Chair Ruso/Member Briody)

Personnel (Chair Ruso/Member Dellisanti)

- Resolution to Amend the Town Employee Handbook Regarding Donation of Benefit Time, Health Insurance Changes, Requirement for Filing of Employee Oaths of Office, and Addition of Employee Discipline Form

Planning Board/Zoning Board of Appeals (Chair Irving/Member Ruso)

Seniors (Chair VanEtten/Member Irving)

Technology/Website (Chair Briody/Member VanEtten)

Town Courts Liaison (Chair VanEtten/Member Briody)

Veterans and Memorials (Chair VanEtten/member Irving)

Wastewater Treatment (Chair Irving/Member Briody)

Youth, Parks and Recreation (Chair VanEtten/Member Dellisanti)

Public Comment Period/Community Events

- March 1, 2017 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- March 9, 2017 Planning Board Meeting at 7 PM
- March 13, 2017 Town Board Regular Meeting at 7 PM

Audit of Claims

Adjournment

***** Agenda Subject to Change******

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OPENING OF WORK MEETING

Supervisor Dellisanti opened the meeting at 7:00 PM and the Pledge of Allegiance was said. Also attending Deputy Supervisor Ruso, Councilmembers Briody, Irving, and VanEtten, Town Clerk Finke and 4 members of the public who signed the attendance book.

Absent: Tax Collector Jordan and Highway Superintendent Jordan

Supervisor

The monthly financial reports for January were forwarded to all Board members. Has everyone had a chance to take a look at them? Motion by Supervisor Dellisanti to accept the January financial, seconded by Councilmember VanEtten

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Greene County EMS

The regular monthly meeting was held on February 21. There were 10 EMS calls in January for a total of 10 for the year and we had 94 calls for all of 2016. As of January 24, 2017, there is a projected year-end balance of \$270,000.

Greene County Ambulance Task Force

The Task Force on a Countywide Ambulance has resumed its work. They have made no report as yet.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 69-2017
FEBRUARY 27, 2017**

**RESOLUTION TO ADOPT SUPERVISOR'S 2016 ANNUAL FINANCIAL
REPORT UPDATE DOCUMENT SUBMITTED TO THE STATE
COMPTROLLER AND ON FILE IN THE TOWN CLERK'S OFFICE FOR
PUBLIC INSPECTION**

WHEREAS the Supervisor shall submit to the Town Clerk, within ninety (90) days after the close of the fiscal year, a copy of the Annual Financial Report to the State Comptroller, and that the Town Clerk shall place a notice that the report is on file in the Office of the Town Clerk, to be so published within ten (10) days after receipt thereof, in the official newspaper of the Town of New Baltimore. Said report was submitted by the Town's Bookkeeper in a form approved by the State Comptroller on February 23, 2017.

Motion by Supervisor Dellisanti seconded by Deputy Supervisor Ruso

Deputy Supervisor Ruso: Thank you again, Nick. It is so difficult for towns with a tax cap and all those things, but I think you should be proud of the fact that you oversaw another year with a fiscal surplus. I just wanted to tell you we appreciate it.

Supervisor Dellisanti: I'd just like everyone to know this is the report -- it's about 80 pages long -- and our numbers were outstanding. This Board has done an outstanding job keeping track of all the expenses going down and making a concerted effort to look outside for ways to save money in the Town and it's obviously working. I think when Jeff reports on the fiscal stress of the Town probably at the end of 2017, you'll see that our numbers are going to be reduced a little bit better than they were before. There were some towns that have a 47 percent stress number.

Deputy Supervisor Ruso: Coeymans has a 76 percent, 70 something anyhow.

Supervisor Dellisanti: And I think ours is 6.3 or something like that.

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Deputy Supervisor Ruso: Ours is 6.6 and because of this it will go down to 3.3. Zero is as good as you can get.

Supervisor Dellisanti: So the numbers are very good. I'm very happy about that and I just want to thank the Board for all their help.

Town Clerk Finke: I can also say I put it in the paper today and it will be in March 2, it's also on the sign board here, and it's on the website.

Ellie Alfeld: Excuse me, when you say you put it, are you saying you put the stress...

Town Clerk Finke: The Notice that it is available for public inspection.

Supervisor Dellisanti: The Annual Update report.

Town Clerk Finke: That I'm required to do in the resolution.

Ellie Alfeld: I was just going to suggest possibly making it known newspaper-wise, the stress point we're at.

Deputy Supervisor Ruso: The official release from the Comptroller's office won't be until later, probably August. They don't release it until about then; just jumping the gun a little.

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Correspondence from USDA: 'Dear Community Member: Our USDA Rural Development office in Schoharie covers Albany, Delaware, Fulton, Greene, Montgomery, Otsego, Schenectady & Schoharie counties. Occasionally, we need contractors to service properties located within these counties. Typical contractor services may include: residential property clean-outs/trash removal, snow removal, lawn mowing, lock changing, winterizing and securing the property. If you are aware of any local contractors within your community that may be interested in providing any or all of these services, please forward the attached questionnaire to them or have them contract me at (518)295-8600 ext. 4 or at carley.vanderveen@ny.usda.gov and I can provide them with additional information and answer any questions they may have.'

Town Clerk Finke: It's also on the website; it's also on the sign board.

County Legislator

February was a busy month. I'm sure everybody read the papers or saw it on the front pages on the Jail; don't buy into all of it. I don't talk to *The Daily Mail* too much anymore after being misquoted three times. In addition to our regular monthly committee meetings, we held a workshop meeting with the NYS Commission of Corrections. This is something we've been trying to do for quite awhile. This important workshop allowed us to get an overview of what they require of us for the new jail, what would and would not be approved by them, and the design for a new jail. It gives us a better idea of what we have to work with and what's more mandated than anything else. It allowed us to get an overview of what they required for a new jail and we were able to ask questions to the panel. We had approximately 50 people from the public attend, there was one from New Baltimore there, and also allowed them to ask questions to the Legislature when the C of C was finished. It was very informational for us, and enlightening for many in the audience. We truly have very little control over what can and cannot be done with many aspects of this project. We plan to hold more public meetings to get information out, but anyone is more than welcome to contact me with any questions at any time. If I don't have the answer, I can certainly get the answer either from the County Administrator, from the Sheriff, from the Commission of Corrections, from the architect, from our project manager. Like I said, don't buy into everything you read in the paper. They've made this pretty dramatic where it's really not, but that's what sells papers. Because of

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this meeting and the answers we have, we are taking another look at bed count, as well as the potential for additional Alternatives to Incarceration programs that may be beneficial to us. It probably would not drop a prison count as it takes off, but to reduce a recidivism rate down in the future, that would certainly save us some money down the road. So we are taking a look at that right now. That has to include the District Attorney, it has to include the Probation Department, there's other than just the Legislature. We learned this month also that as part of the Governor's proposed budget, Greene County stands to lose funding for Social Services that will potentially reach nearly \$1 million. This is due to a proposed change in the grant funding formulas for child care and foster care. The mandates will remain, but the funding will potentially decrease dramatically. NYSAC has taken this issue to the forefront as an increase in unfunded mandates, to hopefully kill it before getting through the State Legislature. We have authorized the advertisement of bids for fuel oil, as well as extending the contract for the Household Hazardous Waste Collection Event. No date has been announced yet, but is typically done in early June. Notable resolutions passed in February: 1) Purchase of a 2014 Tandem axle truck with dump body and snow/ice control equipment for Highway, 2) Purchase of 2 New flail mower heads for existing tractors. I did get some complaints over the summer from the mowing on the sides of the road and it was very simply the mowers are worn out, 3) Purchase of 2 New loaders for Solid Waste, what we're attempting to do here is get on a replacement plan where these loaders are not worth next to nothing when we trade them. Right now there's very little that we can get for the loaders, they're so old and used. We are trying to get on a replacement plan and keep them in better shape and where they're worth something when we get rid of them, 4) Purchase of a vacuum sweeper truck through a Catskill Watershed Corporation grant and DEP. It's for the Mountaintop, we have one up there now. This is the second one. It can only be used on the Mountaintop. It doesn't cost us anything, we are going to run it. They pay for the training, they pay for the truck, 5) Appointed Kim Kaplan as Director of Public Health, 5) Appointed Ray Ward as Director of Real Property Tax Service. As a final note for February, I was happy to present a Wayne C. Speenburgh Community grant to our local Boy Scout Troop 45, in the amount of \$5,000. I was able to get all 14 legislators contributed to this grant which will allow 20 scouts to travel to Washington DC in April. While there, they will tour the Capital, the Washington Monument, and learn about the history of our Government. That is another one that I was able to get everybody on board for and they were all happy to do it. They will be heading to Washington DC.

Ann Marie Vadney: The loaders how long do they typically keep the loaders?

County Legislator Linger: I would have to look for sure. We have a loader there that was an '89. We bought one last year. There's four transfer stations and part of the problem, I say it's a problem, it's not a problem because it's a source of revenue for the county, but the tonnage that comes into our transfer station has dramatically increased. That's by design. They tried to do that because our guys can actually bring in single stream recycling, bale the stuff up, and sell it on the market. So they're actually making money doing it; that wasn't true ten years ago. That was a dying entity, costing us quite a bit of money for solid waste. They've done a huge turnaround on it. The loaders that we have are different ages to answer your question.

Ann Marie Vadney: Is it a maintenance issue because loaders usually last for many, many years that's why I'm asking?

County Legislator Linger: No, they're used every single day and they're getting a lot of hard use. It's on pavement, they're not on grass and dirt so they chew up tires, it chews up transmissions. I can't say enough about the maintenance shop. They keep these things going really well. We actually purchased two sets of solid tires last year for a couple of the other loaders. This is just a replacement of loaders that are very old, over 25years.

Ann Marie Vadney: On the child care and foster care cutbacks, if the State Legislature actually approves that, are there any estimations of the impact on the county taxes or what will occur, will there be cutbacks or will the taxes be increased to provide those services?

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County Legislator Linger: I don't have an answer for that right now and only because a) it's not finalized as far as what that plan will wind up as whether it comes through at all or not. It's a proposal in his budget. At this point the second part of that is our budget is one of the things that we've taken on this year to have monthly budget meeting with departments to find out what part of their budget is a mandated fee and what part of their budget is cost that they can work with. Social Services is one of our highest portions of the County budget. Unfortunately a lot of it is mandated and not reimbursed. Some of it is reimbursed federally, some is reimbursed by the state, but a lot is not. So even though it's not reimbursed, it doesn't mean we're not mandated to provide service. We would still have to provide those child care/foster care services so depending on what's there that they can move on funding would depend on whether that was cuts or whether that was an increase. We're very well with the fact that we have to build a jail and that will increase taxes, we're trying not to increase them any more than what we have to.

Ann Marie Vadney: In preparation for this possibility are our County Legislators going to be asking the questions to Social Services as to how much would have to be cut back if taxes weren't increased versus if they want to retain the current level of service how much more taxes will be?

County Legislator Linger: The current level of service is the mandate so we don't have much of an option to drop that. As far as the budgeting goes, yes, that is questions that we are in contact with our Social Services Director, but she doesn't have those answers because they're not finalized as yet. They won't be until the budget is done and whether that passes through or not. Right now at this point, the only thing we can do is go to NYSAC and our State Legislators and demand that they not let this through. It's their mandate to us; they need to keep funding it. We don't have a vote in that other than in November when they're up for election just like mine or Town Board. You can go and you can demand and stomp your feet all you want and your best hope is that somebody listens to you, but we have at least 57 counties that are on board with this and as a group effort are fighting it with the State Legislature. That is something we will continue with our Social Services as well as other county departments. It's not just Social Services.

Town Clerk

5 Building Permits \$385.80, 2 CO Searches \$30, 1 Fishing License \$1.38, 35 Dog Licenses \$234, 3 Marriage Licenses \$52.50 (which brings to 6 for the year), 3 Certified Copies \$30, 1 Photo Copy \$0.25, Total State, County & Local Revenues \$868.05, \$43 to NYS Ag. and Markets for Spay/Neuter Program, \$67.50 to New York State Department of Health for Marriages, \$23.62 to NYS Department of Environmental Conservation for Fishing License, Total to Supervisor \$733.93

The Columbia-Greene Town Clerks' Association contributed \$100 to the Blake Rexford family who lost their home in a fire last year and they're just up the road here. There were 3 FOILS in 2017 including 2 from the same person; all have been completed and reviewed. I updated our Town Code with Section 111 Solar Collection, Section 112 Zoning, and Section 114 Lot Line Adjustment and provided copies to the Planning Board, ZBA, and staff. Stocked up on stamps before the price increase and ordered tags which were last ordered in 2010. A special thank you to my fellow Town Clerks who provided information on where they ordered their dog tags. I chose one of the six that were recommended and believe it or not it was the same company we had previously ordered from and they had all of our information.

APPROVAL OF MINUTES

The February 13, 2017 Town Board Regular Meeting submitted by Town Clerk Finke, moved by Supervisor Dellisanti, seconded by Councilmember VanEtten

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

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Tax Collector

Property/County Tax – I have paid the town of New Baltimore in full \$1,825,077.36 as of February 10, The payments will now go to Greene County for County taxes. There is a 1% penalty added to unpaid bills until the 28th of February, Please have bills to the post office and post marked before or on the 28, of February. After this date there will be a 2% penalty added to the bills that are still due. Sewer District #1 Sewer #1 now has a 2% penalty added to the bill and are due February 15, after this date there will be a 4% penalty added to the unpaid bill. Water District #2 Also Water #2 bills now have a 2% penalty and are due March 15. Bills unpaid by then will have a 4% penalty added to the unpaid bill. Anyone with questions please call me at (518)756-6671 x1 and I will be happy to help you any time.

Historian

January: I handled a question from a paranormal investigator about an address on Saw Mill Road. I told him I didn't know of any ghosts or murders at that site. He also wanted to know if there were any Indian battles or Revolutionary War battles there, and I told him no. That saved him a lot of research time, he said. I reviewed several deeds provided to me by Clesson and Jean Bush regarding the Vanderpoel ice house in New Baltimore. I concluded, in agreement with Cless's conclusions, that the ice house buildings and equipment were treated as personal property and not as real property in the deeds. Usually, buildings are treated as real property. There will be a Slide show entitled "New Baltimore Hamlet: A History in Photographs" on Sunday February 26 at 3 P.M. at the Town Hall. (This has been changed from February 19.)

Supervisor Dellisanti: Ted's program was here on Sunday, the room was absolutely packed, standing room only and I think we'll be requesting space at the New Baltimore Fire Department at the next slide show. He did an outstanding job.

Councilmember VanEtten: It was very interesting.

February: I have spent about 4-5 hours interviewing Irving Smith of Sunset Hill Road about his life as a farmer, the dance hall which once operated at his farm and his other memories of local people and events. I have spent 20 hours or more transcribing the diaries of Augustus B. Conrad who lived on what is today Old Kings Road. A number of his diaries from between 1882 and 1914 are in a private collection. Augustus B. Conrad sold eggs, apples, buckwheat flour, honey, dressed turkeys, potatoes (lots of potatoes), butter, hay and cord wood to neighbors and to stores in Medway, Coxsackie, Athens, Coeymans Junction, Newton Hook and Albany. In his youth, he was a member of the Medway Cornet Band, and went to dances at the Odd Fellows Hall in Medway. He hewed timber, built stone walls, harvested ice and performed many other tasks common in his day. Upcoming programs of mine will be: (1) Thursday March 30 at 7 at Columbia Greene Community College. I will be participating in a panel discussion with two distinguished authors – Vernon Benjamin and Thomas Wermuth – on Hudson Valley History. Admission is free. (2) Saturday April 22 at 2 P.M. at Beattie/Powers House in Catskill, a slide show on "Lost Catskill." Admission is free.

Agriculture

Councilmember Irving: We've about caught up on our rain from last year; a lot of the farmers are happy about that. We're still a little shy from last year, but we've caught up pretty close to where we should be. The only downside is that with these history-breaking temperatures the fact that last year what happened is I went to look for empire apples. Well the blossoms came out and they were killed by frost. That is a possibility this year so if there's a particular type of cultivar of apple you might be looking for with these oddball temperatures we might be out of luck.

Ann Marie Vadney: Peaches too last year.

Ellie Alfeld: And pears.

Councilmember Irving: Asparagus are affected by the temperatures too.

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AgFest

Councilmember Irving: We had a successful meeting attended by most of the Ag Committee members and everything is on par to a successful start. The wheels are turning.

Animal Control

No report

Assessment

EXEMPTION RENEWALS Exemption renewals are continuing to arrive. March 1st is the deadline for all renewals. **CORRECTIONS** Diane Jordan and Julie continue to share mailing address changes and corrections for the tentative tax roll. For a mailing purpose list, Town Clerk, Barb Finke is now also receiving any owner or address updates on a monthly basis. **TENTATIVE ROLL** The following dates have been set for Gordon to sit with the roll. The dates will be: Wednesday Mar 7 & 14th 9-1, Tuesday May 2 & 9th 9-1, Saturday, May 6th 9-1 (in Cossackie)

Audit and Control

Deputy Supervisor Ruso: Per regulations we have to do an audit of all departments that disburse or are responsible for collecting monies. We did two of them already and they are the Town Clerk's office and the Town Supervisor's office. I believe each of you have had a chance to review these. The only finding that is relatively new happens with the Town Supervisor department and that is that we now have to notify our department heads of the need to do an annual inventory of all their equipment and supplies. That's relatively new.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 70-2017
FEBRUARY 27, 2017**

**RESOLUTION TO APPROVE ANNUAL REVIEW OF ACCOUNTS
FOR SUPERVISOR AND TOWN CLERK**

WHEREAS Town Law Section 123 requires each town officer or employee who has received or disbursed any monies to produce all supporting books, records, receipts, warrants, vouchers and cancelled checks as authorized by Section 29 of the General Municipal Law.

RESOLVED that Councilman Jeffrey Ruso has completed the Annual Review of the financial records of the Supervisor and the Town Clerk and the Town Board has reviewed this report and accepts the Annual Review for the period of January 1, 2016 to December 31, 2016.

Motion by Deputy Supervisor Ruso seconded by Councilmember Irving

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Building & Grounds/Recycling

Councilmember Irving: We're looking at improving the lighting in the town buildings. That's a program that Central Hudson has implemented. Several area businesses have replaced all their lighting with LED lighting including the exit signs. Looks like about a year payback and after that it's all significant savings on our energy bills for the Town. We have a couple proposals before us. We are going to look at them all and decide. If it works out, probably move forward with that.

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December: No Appliances or Tires, 60 Gallon Bags of Plastic (No Hard Plastic) 22, 55 Gallon Drums of Cans & Aluminum 11, 31 Bundles of Magazines & Phone Books, 42 Bags & Bundles of Newspapers, 11 Bags of Shredded Paper, 14 Boxes & Bundles of Cardboard, Total Income for December \$0 **January:** No Appliances or Tires, 60 Gallon Bags of Plastic (No Hard Plastic) 18, 55 Gallon Drums of Cans & Aluminum 10, 26 Bundles of Magazines & Phone Books, 35 Bags & Bundles of Newspapers, 10 Bags of Shredded Paper, 12 Boxes & Bundles of Cardboard, Metal Bin emptied, Total Income for January \$0 **February:** No Appliances or Tires, 60 Gallon Bags of Plastic (No Hard Plastic) 17, 55 Gallon Drums of Cans & Aluminum 8, 12 Bundles of Magazines & Phone Books, 31 Bags & Bundles of Newspapers, 9 Bags of Shredded Paper, 18 Boxes & Bundles of Cardboard, Total Income for February \$0

Building Inspector/Code Enforcement Officer

Summarization of Code Enforcement Officer activities for January, 2017, is as follows: Building Inspections: 17, Building Permits Issued: 3, Building Permits Renewed: 1, Open Building Permits: 88, Certificates of Compliance Issued: 9, Certificates of Occupancy Issued: 3, Certificate of Occupancy Search: 2, Commercial Site Fire Inspections: 5, 2016 Fire Inspections Yet to be Completed: 2, 2017 Fire Inspections to be Done: 1-Year: 16, 3-Yr. 1, Court Appearance: 1, General Complaints: 2, New Building Permit Applications Received: 4, Stop Work Orders Issued: 1, Code Violation Investigations: 4, Application Fees for January, 2017: \$385.80, Total Fees for 2017 Year to Date: \$385.80

Grants/Promotions/Economic Development

Deputy Supervisor Ruso: We have submitted some, but we haven't heard back yet.

Greene County Planning Board

No Report

Highway

No Report

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 71-2017

FEBRUARY 27, 2017

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT
WITH NEW YORK STATE DEPARTMENT OF TRANSPORTATION**

WHEREAS emergency situations arise where the public would benefit from the sharing of services between the Highway Department and the New York State Department of Transportation in the absence of a Governor's Emergency Declaration and

WHEREAS this can be accomplished pursuant to Section 99-r of the General Municipal Law in an amount not to exceed \$10,000; and

WHEREAS Highway Superintendent Jordan has determined that it is in the Town's best interest to enter into a Shared Services Agreement with New York State Department of Transportation; and

NOW, THEREFORE, BE IT RESOLVED that Highway Superintendent Jordan be authorized to execute a Shared Services Agreement with a four-year term with the New York State Department of Transportation.

Motion by Supervisor Dellisanti seconded by Councilmember VanEtten

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

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TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 72-2017
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**RESOLUTION AUTHORIZING EXTENSION OF ADVERTISEMENT FOR
FULL TIME AND PART TIME HEAVY EQUIPMENT OPERATORS
FOR THE HIGHWAY DEPARTMENT**

WHEREAS the Town Board authorized by Resolution 62-2017 to place an advertisement for full time and part time heavy equipment operators for the Highway Department for one week.

RESOLVED the Town Board approves the Highway Superintendent's request to increase the advertisement time for two weeks.

Motion by Supervisor Dellisanti seconded by Deputy Supervisor Ruso

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Insurance

Supervisor Dellisanti: It has been renewed, our liability insurance is in.

Personnel

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 73-2017
FEBRUARY 27, 2017

**RESOLUTION TO AMEND THE TOWN EMPLOYEE HANDBOOK
REGARDING DONATION OF BENEFIT TIME, HEALTH INSURANCE
CHANGES, REQUIREMENT FOR FILING OF EMPLOYEE OATHS OF
OFFICE, AND ADDITION OF EMPLOYEE DISCIPLINE FORM**

WHEREAS the Town Board of the Town of New Baltimore adopted an Employee Handbook on November 24, 2014

RESOLVED that the Town of New Baltimore Employee Handbook is hereby amended to include said changes above.

Motion by Supervisor Dellisanti seconded by Councilmember Briody

Deputy Supervisor Ruso: I think I should add a couple points. Of course, the health insurance plan changed at the end of the year; obviously it has changed every year since we've been on the Board so that had to be reflected in our Handbook. The filing of the Oaths of Office was an oversight in our Handbook, it's always been required by law and it was not in the Handbook. In essence if you don't file your Oath of Office within 30 days, you are no longer in office. It includes everybody -- Town employees, ourselves, etc. It was recommended by the State to have a disciplinary policy as well as the disciplinary form that would be used in the event it was necessary, hope it's not necessary. And the last one was a request from the employees in the recent event with an employee who had a serious health illness and ran out of benefit time was that there be a benefit bank to help accommodate such people who have exhausted all of their paid time off and the other employees would donate. This is not unheard of, it exists in the State and other entities. I know it was in the federal government when I worked with them. We have that policy put together here and the Handbook was sent to everybody so I trust you've all read that.

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Supervisor Dellisanti: Any questions on these additions going into the Handbook?

Ellie Alfeld: Can I ask have you put limitations on this donate?

Deputy Supervisor Ruso: Yes

Ellie Alfeld: Or how you have arrived at what the status of it will be?

Supervisor Dellisanti: It has to be like a catastrophic illness number one.

Deputy Supervisor Ruso: It's specific to it.

Supervisor Dellisanti: I think it was for 12 weeks of donation.

Deputy Supervisor Ruso: Maximum donation could be for 12 weeks.

Ellie Alfeld: From different individuals, not one person.

Supervisor Dellisanti: Yes, combination.

Deputy Supervisor Ruso: The maximum can be from all the people is 12 weeks. The individuals who donate time have to have a balance in their bank below which they cannot go. They can't bring themselves down to zero.

Supervisor Dellisanti: Any other comments or question on this? Thank you, Jeff, for putting that together.

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Supervisor Dellisanti: We will get the copies of the new Handbook out to everyone this week.

Planning Board/Zoning Board of Appeals

The February 8, 2017, Planning Board Meeting was cancelled due to inactivity.

The Zoning Board of Appeals met on February 1, 2017, with following business transacted: Approved the Height Variance Application for William Brandt's proposed assisted living facility on Route 9W. The added roof height of just over the Town's 35 foot building height limit is to allow for snow load. The Board chose Craig Albano as the Vice Chair for the 2017 year.

Greene County Soil & Water Conservation District 'I am writing to inform you about our upcoming **2017 Schoharie Watershed Summit on Saturday, March 25th** (snow date: Saturday, April 1st) at the Hunter Elementary School in Hunter, NY. The 11th Annual Schoharie Watershed Summit is focused on '*Forests of the Future: Predictions for the Schoharie Watershed.*' This year's program will highlight future predictions for the forest of the Schoharie Watershed, given climate change, warming temperatures, increased extreme weather events, invasive species, and other impacts. As always, the summit will continue the tradition of providing a forum for discussion about water quality. **Afternoon workshops count towards municipal credits by planning and zoning board members.**'

Supervisor Dellisanti: Anyone that needs to do that, they can apply here. Let us know and we will take care of that for you.

Seniors

No Report

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Technology/Website

Councilmember Briody: We are working on a couple things that we'll report later on.

Town Courts

In January, Court fees were \$11,701.50 of which \$6,993.50 was sent to the State Comptroller and the Town retained \$4,708. Justice Farrell \$5,354.50 Justice Meacham \$6,347.00

Veterans and Memorials

Councilwoman VanEtten: We had a successful luncheon despite the weather; we had unbelievably 56 people show up and I think it went well despite the snowstorm. Next year we'll shoot for better weather.

Supervisor Dellisanti: So you'll be starting to plan the summer barbecue, which would be the next program for them?

Councilmember VanEtten: That will be the next program and we'll probably wait to April or so before we start meeting for that.

Deputy Supervisor Ruso: Hopefully the weather will be better.

Wastewater Treatment

Councilmember Irving: We had a report from our operator which pretty much parallels. We received a letter from DEC regarding their inspection on our plant; a very good letter addressed to our Supervisor. 'This morning (February 7, 2017) I conducted an announced annual inspection of the New Baltimore Sewer District wastewater treatment plant. I was accompanied by chief operator Louis Betke. The facility is very clean and well-organized, and the treatment processes appear to be running well. An overall satisfactory rating has been assigned for this inspection. It was noted that the Town has provided a computer and Internet connection at the plant to allow Mr. Betke to submit discharge monitoring reports in the NetDMR system. It was also noted that the Town still plans to proceed with significant plant upgrades, including an alarm system, a SCADA system, two new clarifiers and the conversion of the existing clarifier into a second digester. The continued commitment to the upkeep of the wastewater treatment facility is greatly appreciated.'

Net DMR Account Setup and we are now submitting our DMRS electronically (thanks to Scott's help in getting it set up), Plant Operating at 96% removal (85%) required, DEC Inspection All went well, Fuel oil will be needed for the standby generators, Preventive maintenance is complete and up to date, Follow up with Blue Diamond regarding sludge quote will resubmit, Greene County Septic will not submit quote at this time, but reserves the right to do so in the future, does not have the time, Flow Meter calibrated.

Supervisor Dellisanti: We got a good report for DEC which was excellent. Also from the Clean Water State Revolving Fund 'Dear Supervisor Dellisanti: The New York State Environmental Facilities Corporation (EFC) has reviewed your submission(s) for the referenced water pollution control project. Enclosed please find the EFC stamped cover page(s) for the following documents: Engineering Report entitled "Wastewater System Evaluation" dated December 2012, Revised May 2013, and Amended May 1, 2014 and prepared by Delaware Engineering. The reviewed submission is hereby approved and made eligible for Clean Water State Revolving Fund (CWSRF) financial assistance by the EFC.' This is a 0% financing loan through the 30 years that we're getting on the project. We now have it in writing and with the help of Delaware Engineering we're moving in the right direction. We also received from the Environmental Facilities Corporation 'has reviewed your submission for the referenced water pollution control project.' Barb spent many days and nights putting this together, all of the background materials. They now have everything that they need and that has also been approved. Thank you, Barb, I saw all the emails.

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Youth, Parks and Recreation

Councilmember VanEtten: We are now looking for counselors and directors for our summer program, it's been advertised and I believe we'll get some.

Supervisor Dellisanti: Nobody has applied as of yet.

Councilmember VanEtten: No, but it hasn't been that long.

Public Comment

Ellie Alfeld: I'd like to make the announcement. March 8 will be the next luncheon at the Church and as usual it will be the corned beef and cabbage for St. Patrick's Day. Donations and reservations would be appreciated. Could I ask one question please? I'd like to ask if we've done anything in the forefront of our thoughts anything to do with the Memorial Committee?

Councilmember VanEtten: Actually, yes, I've been thinking about it and Barb said typically September is when something is done. So I didn't think we really needed to meet until like April to start that.

Ellie Alfeld: But you have it on thought?

Councilmember VanEtten: Yes, we have.

Supervisor Dellisanti: They were talking about the bricks. I even know Alan has taken one of the bricks to get prices on them. They have been working on that.

Ellie Alfeld: I know Mike Taylor, he's been very helpful with us, but the reason of why I ask is because there are people that have shown an interest in this before and have said to me that they are willing to pay the price for the brick so the earlier we know it, we can find out.

Councilmember VanEtten: Well tell them that April we will be starting a meeting and if you give me names I'll let them know when or emails or anything along those lines.

Ellie Alfeld: I'm just trying to get them so that they'll know.

Town Clerk Finke: And also that the Committee hasn't met in probably 5 or 6 years. It was promised but it never met.

Supervisor Dellisanti: There's nothing in our file at all on that.

Councilmember VanEtten: We had nothing when we got in office.

Ellie Alfeld: The last one we had was for Sal and...

Ann Marie Vadney: Just exactly what was the purpose of the committee to approve to put in names of people in the bricks out front?

Councilmember VanEtten: Yes

Ellie Alfeld: These are people that have given a great deal, contributed to this Town in so much as their dedication to it.

Ann Marie Vadney: So there will be a process set up.

Councilmember VanEtten: There will be a committee put together. Some people have already offered to be on the Committee so I'll be calling them and we'll discuss it and then we'll see where we go from there. You're welcome to join.

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Public Comment Period/Community Events

- March 1, 2017 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- March 9, 2017 Planning Board Meeting at 7 PM
- March 13, 2017 Town Board Regular Meeting at 7 PM

Audit of Claims

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 74-2017
FEBRUARY 23, 2017

RESOLUTION TO AUTHORIZE SUPERVISOR TO PAY AUDITED CLAIMS

WHEREAS the Town Clerk has presented claims to the Town Board for audit and review, and

WHEREAS the Town Board has audited claims 2017b-02-01 to 2017b-02-29, it is

REVOLVED that the Supervisor is hereby authorized to pay claims 2017b-02-01 to 2017b-02-29

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until March 31, 2017.

Motion by Supervisor Dellisanti seconded by Deputy Supervisor Ruso

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

General \$47,262.54, Highway \$43,339.90 (and that includes the final truck payment), Sewer 1 \$1,922.62, Sewer 2 \$170.80, Total \$92,695.86

Supervisor Dellisanti: We just made the final payment on the big truck, the 2012 big truck. That was about \$25,000 so that one is off the books.

Deputy Supervisor Ruso: Per year, times five.

Supervisor Dellisanti: That one is off the books, very happy about that as well. Any other business to come before the Town? Could you step up the microphone so we can get you and give us your name and your address so we know who you are.

Jake Colwell: Jake Colwell, 1663 River Road; Mr. Irving, I believe the Planning Board meeting at 7:00, is that open to the public?

Councilmember VanEtten and Supervisor Dellisanti: All meetings are open to the public.

Jake Colwell: And that's right here in this room.

Supervisor Dellisanti: Yes.

Ellie Alfeld: There's only one change of time. If it's the Zoning Board of Appeals, it's 7:30.

Supervisor Dellisanti: The Planning Board is at 7.

Councilmember VanEtten: All meetings except the ZBA are at 7:00.

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Supervisor Dellisanti: Any other business to come before the Town?

Motion by Councilmember Briody seconded by Councilmember VanEtten to adjourn the meeting at 7:48 PM.

AYES: Dellisanti, Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Supervisor Dellisanti: Thanks for coming tonight; this meeting is closed.

Respectfully Submitted,

Barbara M. Finke
Town Clerk