

AGENDA
TOWN OF NEW BALTIMORE, COUNTY OF GREENE
REGULAR TOWN BOARD MEETING

SEPTEMBER 28, 2020

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Reports

Supervisor

County Legislator

Town Clerk

- Approval of September 14, 2020 Town Board Regular Meeting Minutes
- Resolution to Adopt Retention and Disposition Schedule for New York Local Government Records (LGS-1)

Tax Collector

Historian

Agriculture/AgFest (Chair Boehlke/Member Irving)

Animal Control (Chair Irving, Member Ruso)

Assessment (Chair VanEtten/Member Ruso)

- Resolution to Appoint Board of Assessment Review Member

Audit and Budget (Chair Ruso/Member Downes)

- Distribution and Presentation of 2021 Tentative Budget
- Motion to Schedule a Budget Workshop on the 2021 Tentative Budget on October 14, 2020 at 7PM

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

Building Inspector/Code Enforcement Officer (Chair Downes/Member Ruso)

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

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

Greene County Planning Board (Boehlke)

Highway (Chair Ruso/Member Downes)

- Resolution to Authorize the Highway Superintendent to Purchase Abrasives (Dry Screened and Washed) Used in Snow and Ice Control Until September 19, 2021
- Resolution to Approve Charges for Installation of New Antenna Following Lighting Strike

Insurance (Chair Ruso/Member Downes)

Personnel (Chair Ruso/Member VanEtten)

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

Seniors (Chair VanEtten/Member Downes)

Technology/Website (Chair Downes/Member Boehlke)

Town Courts (Chair VanEtten/Member Ruso)

Veterans and Memorials (Chair VanEtten/Member Irving)

Wastewater Treatment (Chair Irving/Member Boehlke)

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

Public Comment Period/Community Events

- October 7, 2020 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- October 8, 2020 Planning Board Meeting at 7 PM
- October 14, 2020 Town Board Regular Meeting at 7 PM
- October 26, 2020 Town Board Work Meeting at 7 PM

Audit of Claims

Adjournment

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

GUIDELINES FOR PUBLIC CONDUCT DURING TOWN BOARD MEETINGS

1. The Supervisor shall preside at the meetings of the Town Board. In the absence of the Supervisor, the Deputy Supervisor shall be the acting Supervisor. In the event both the Supervisor and the Deputy Supervisor are absent, the other members shall designate one of their members to act as temporary chairman. A majority of the Board shall constitute a quorum for the transaction of business, but a lesser number may adjourn.
2. Town residents who wish to speak shall fill out a card at the entrances of the meeting room listing their name, contact information, and the subject matter in which they would like to speak. These cards will be collected prior to the beginning of the Town Board meeting and given to the Town Supervisor or Deputy Supervisor in the absence of the Supervisor.
3. Speakers must be recognized by the presiding officer and then proceed to the lectern and state their name and address. They must limit their remarks on official town business to up to three minutes on a given topic and may not yield any remaining time to another speaker. They must address their remarks to the Board as a body and not to any member thereof and not to other members of the audience in the form of a debate.
4. Speakers should present their remarks in a courteous manner and may not make disparaging remarks or personal comments about public officials, town residents, or others. All speakers will observe the commonly accepted rules of courtesy, decorum, dignity, and good taste with no cursing, swearing, clapping, booing, finger pointing, bullying, whispering, or talking that disrupts the proceedings of the business of the Town Board.
5. Any speaker who disregards the directives of the presiding officer in enforcing the rules, disturbs the peace at a meeting, makes impertinent or slanderous remarks, or generally conducts themselves in an inappropriate manner shall be barred from further participation and will forfeit any balance of time remaining for their comments.
6. After a final warning, if a speaker willfully refuses to step down, the Town Supervisor shall contact the appropriate authorities to remove the speaker from the meeting room and to restore order.
7. The Town Supervisor, or in their absence the Deputy Supervisor, shall ensure compliance with these rules.

This policy will be amended by Majority vote of the Town Board.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 125-2020
SEPTEMBER 28, 2020**

**RESOLUTION TO ADOPT RETENTION AND DISPOSITION SCHEDULE FOR
NEW YORK LOCAL GOVERNMENT RECORDS (LGS-1)**

RESOLVED, by the Town Board of the Town of New Baltimore, that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods;

BE IT FURTHER RESOLVED, that the Town Clerk of the Town of New Baltimore shall furnish a certified copy of this Resolution to the State Archives, New York State Education Department.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 126-2020
SEPTEMBER 28, 2020**

RESOLUTION TO APPOINT BOARD OF ASSESSMENT REVIEW MEMBER

RESOLVED that _____ is appointed to the Board of Assessment Review until September 30, 2025.

RESOLVED that the Assessor will contact said member within seven days of appointment and advise of the Oath of Office filing with the Town Clerk by October 28, 2020.

BE IT FURTHER RESOLVED that the Assessor will contact all members of the Board of Assessment Review to advise of the date and time of the Annual Grievance Day at least 30 days before said date.

Motion to Schedule a Budget Workshop on the 2021 Tentative Budget on October 14, 2020 at 7PM

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 127-2020
SEPTEMBER 28, 2020**

**RESOLUTION TO AUTHORIZE THE HIGHWAY SUPERINTENDENT TO
PURCHASE ABRASIVES (DRY SCREENED AND WASHED) USED IN SNOW AND
ICE CONTROL UNTIL SEPTEMBER 19, 2021**

RESOLVED the Town Board hereby authorizes the Highway Superintendent to purchase Abrasives (Dry Screened and Washed) used in Snow and Ice Control per Greene County Resolution 250-20 until September 19, 2021. The Highway Superintendent will inform the Town Board of cumulative expenditures and unused balance for this product.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 127-2020
SEPTEMBER 28, 2020**

**RESOLUTION TO APPROVE CHARGES FOR INSTALLATION
OF NEW ANTENNA FOLLOWING LIGHTNING STRIKE**

WHEREAS with the installation of the repeater system upgrade, it was determined that the antenna system had lighting damage and repairs were necessary for successful operation.

RESOLVED the Town Board approves charges for installation of new antenna from River Valley Radio Inc., Purchase Order H-2020-148, Voucher No. 2020b.09.___ at a cost of \$1,194.72.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 128-2020
SEPTEMBER 28, 2020**

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 2020b-09-01 to 2020b-09-, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2020b-09-01 to 20120b-09-,

BE IT FURTHER RESOLVED that the Town Clerk will prepare and abstract and hold it for public review until November 30, 2020.