

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

July 13, 2015

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Approval of Minutes

- **June 22, 2015 Town Board Public Hearing on Local Law 2 of 2015**
- **June 22, 2015 Town Board Work Meeting**
- **July 6, 2014 Town Board Special Meeting**

Public Comment Period

Correspondence

New Business

- Resolution to Accept Grant from The Bank of Greene County for the Summer Recreation Program
- Resolution to Adopt Local Law 2 of 2015 Reducing the Term of the Town of New Baltimore Highway Superintendent from Four Years to Two Years
- Resolution to Allow the Earlton Fire Department to Utilize the Fire Ground Frequency of the Town of New Baltimore for Emergency Communications During Mutual Aid
- Resolution to Approve Vehicle Use Policy
- Resolution to Approve Timely Reporting of an Accident with a Town-Owned Vehicle
- Resolution to Approve Submission of an Application for a Bank of Greene County Business Credit Card
- Resolution to Appoint Alan VanWormer to the Greene County Hazard Mitigation Plan Update Committee
- Motion to Allow the Cornell Hook & Ladder Fire Co., Inc. to Use Joseph Wyche District #1 Park as Overflow Parking on September 19, 2015 for Their Block Dance
- Audit of Claims

Upcoming Meetings

- July 15, 2015 Veterans Committee at 10 AM
- July 20, 2015 Building/Capital Improvements Committee at 7 PM
- July 22, 2015 Comprehensive Plan Committee at 7 PM
- July 24, 2015 Cornell Hook and Ladder Fire Company Chicken Barbecue to Benefit Summer Recreation Program at Albright's Garage
- July 27, 2015 Town Board Work Meeting at 7 PM
- August 5, 2015 Zoning Board of Appeals Meeting at 7:30 PM if Needed
- August 10, 2015 Town Board Meeting at 7 PM
- August 13, 2015 Planning Board Meeting at 7 PM
- September 19, 2015 Townwide Yard Sale 9 AM-4 PM

Public Comment Period/Community Events

Adjournment

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

**TOWN OF NEW BALTIMORE
COUNTY OF GREENE
TOWN BOARD REGULAR MEETING
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**Draft 7/15/15
Approved 7/27/15**

OPENING OF REGULAR MEETING

Supervisor Dellisanti opened the meeting at 7:00 PM and the Pledge of Allegiance was said. Also Attending Deputy Supervisor Ruso, Councilman Norris and Councilwoman VanEtten, Town Clerk Finke, Greg Allen Esq., and 7 members of the public who signed the attendance sheet. Absent: Councilwoman Benway, Tax Collector Jordan, and Highway Superintendent Jordan

APPROVAL OF MINUTES

A Motion to approve the June 22, 2015 Public Hearing on Local Law 2 of 2015 Minutes submitted by Town Clerk Finke was made by Supervisor Dellisanti seconded by Councilwoman VanEtten. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN

ABSENT: Benway

A Motion to approve the June 22, 2015 Town Board Work Meeting Minutes submitted by Town Clerk Finke was made by Supervisor Dellisanti seconded by Councilwoman VanEtten. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

APPROVAL OF MINUTES

A Motion to approve the July 6, 2015 Special Town Board Meeting Minutes submitted by Town Clerk Finke was made by Supervisor Dellisanti seconded by Councilman Ruso. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

PUBLIC COMMENT

Supervisor Dellisanti introduced Dot Davis.

Dot Davis asked when they have that bus that comes around, the touring bus with the drug information onto it, would it be possible to invite the Girl Scouts and Boy Scouts to come here?

Supervisor Dellisanti explained it is going to be announced to the public once the dates are set. I'm still waiting for a number of Supervisors to get back to me. The bus does belong to Albany County, Albany County Sheriff, so they have to coordinate that particular date with Senator Amedore. But we will notify everyone and put it in the newspaper, it will be advertised and it will be open to the public. That's not a problem.

Supervisor Dellisanti announced Ellie Alfeld on the budget.

Ellie Alfeld began just a question. I've noticed that we've had some work done on the Town Hall with improvements. Is this coming out of the budget for improvements for the Town offices or where are these expenses covered? I've noticed there's gentlemen working here as well.

Supervisor Dellisanti pointed out the building repairs are coming out of the Building Department.

Ellie Alfeld asked what about this improvements with our curtains?

Supervisor Dellisanti replied that came out of the Judge's Grants that we received.

Ellie Alfeld concluded it was, that's what I was wondering.

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Approved 7/27/15**

CORRESPONDENCE

Supervisor Dellisanti read a Press Release received from Senator Amedore.

**SENATOR AMEDORE ANNOUNCES LOCAL SENIORS ELIGIBLE FOR FREE
PRODUCE FROM AREA FARMERS MARKETS**

Senator George Amedore today announced that funds included in this year's state budget will provide seniors throughout the 46th Senate District with fresh fruits and vegetables from area farmers' markets beginning on July 1st.

As part of the Senate Republicans' "Grown in New York" initiative, funding was included to expand the Senior Farmers Market Nutrition Program, a program that provides \$20 coupons to low-income seniors to be redeemed at local farmers markets. Eligible seniors can earn up to \$1,800 a month to be eligible, or \$2,426 for a couple.

"This program makes it easier for seniors who are on fixed incomes to have access to fresh fruits and vegetables, and at the same time, helps support local farmers who are such an integral part of the economy, particularly in our rural Upstate communities," said Senator George Amedore.

Coupon books will be available over the next couple of weeks through local County Offices of the Aging and can be redeemed starting July 1st.

For more information contact your local Office of the Aging: Albany County: 518-447-7177; Schenectady County: 518-382-8481; Montgomery County: 518-843-2300; Greene County: 518-719-3555; and Ulster County: 845-340-3456

A full list of farmers markets in each County that will accept the coupons is available at:
<http://www.agriculture.ny.gov/AP/CommunityFarmersMarkets.asp>

Supervisor Dellisanti announced some of the Farmers Markets here in Greene County are Blackhorse Farmstand, Bulich Creekside Farm, and the Cossackie Riverside Farmers Market.

Ellie Alfeld asked can we put something like that in the newspaper, under the New Baltimore heading?

Town Clerk Finke responded you mean on the website, it is, it has been.

Supervisor Dellisanti and Councilwoman VanEtten confirmed it is on the website now.

Councilwoman VanEtten continued but senior citizens don't often use computers so you are asking for it to be put in *The Catskill Daily Mail*?

Town Clerk Finke noted I think they did send it there.

Supervisor Dellisanti advised we will double-check.

Ellie Alfeld said I think they would see it more readily.

Councilman Ruso mentioned I would like to think maybe Senator Amedore would have a Press Release for the newspaper.

Supervisor Dellisanti and Town Clerk Finke responded that is a Press Release.

Supervisor Dellisanti and Councilwoman VanEtten suggested we will check with Jim Planck because he usually reports on that.

Councilwoman VanEtten pointed out then they just call the Department for the Aging.

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**Draft 7/15//15
Approved 7/27/15**

NEW BUSINESS

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 106-2015
JULY 13, 2014**

**RESOLUTION TO ACCEPT GRANT FROM THE BANK OF GREENE COUNTY
FOR THE SUMMER RECREATION PROGRAM**

WHEREAS the Grants Committee of the Town of New Baltimore submitted an application to the Bank of Greene County for the Summer Recreation Program which was approved by Town Resolution 46-2015 on January 12, 2015.

WHEREAS the Charitable Foundation of the Bank of Greene County awarded the Town of New Baltimore a \$500 grant on July 2, 2015.

RESOLVED the Town of New Baltimore hereby accepts said grant from the Bank of Greene County for use during the Summer Recreation Program held from July 13-August 7 at Cecil C. Hallock District 2 Park.

Motion by Supervisor Dellisanti seconded by Councilwoman VanEtten

Councilman Ruso observed I think it should be pointed out, and thanks to The Bank of Greene County, they doubled our grant from last year. We got \$250 and we got \$500 for this year.

Councilman Norris asked did the AgFest get a grant?

Councilwoman VanEtten responded not from The Bank of Greene County. I don't know who was in charge of the grant. I don't know if it was ever filed.

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 107-2015
JULY 13, 2015**

**RESOLUTION TO ADOPT LOCAL LAW 2 OF 2015 REDUCING THE TERM OF
THE TOWN OF NEW BALTIMORE HIGHWAY SUPERINTENDENT FROM FOUR
YEARS TO TWO YEARS**

WHEREAS the Town Board of the Town of New Baltimore held a Public Hearing on June 22, 2015 regarding proposed Local Law 2 of 2015, a Local Law Reducing the Term of the Town of New Baltimore Highway Superintendent from Four Years to Two Years at which time the public was given an opportunity to speak regarding this proposed local law.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Baltimore does hereby enact Local Law 2 of 2015 subject to mandatory referendum of the voters at the General Election held on November 3, 2015.

Motion by Supervisor Dellisanti seconded by Councilman Norris, noting that we have gone through this quite a bit.

Councilman Norris said I just wanted to put on the public record that I don't personally agree with this, but it is the will of the people so I don't think I should stand in their way and allow this not to go through, but I'd like to call for a roll call vote on this particular resolution.

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Councilman Ruso commented actually let me add to your comments. I'm not really somewhat concerned about voting for a two year or for a four year. I think I'm really voting to entrust the voters with this decision.

Supervisor Dellisanti agreed I think we've all had that comment. Chris wasn't with us at the last meeting and it was discussed before.

Councilwoman VanEtten added several times.

Supervisor Dellisanti concluded the residents want to do this so this is what we are going to do and asked Town Clerk Finke for a roll call vote.

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Councilwoman Benway: Absent
Councilman Norris: Aye
Supervisor Dellisanti: Aye
Councilwoman VanEtten: Aye
Councilman Ruso: Aye

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 108-2015
JULY 13, 2015**

**RESOLUTION TO ALLOW THE EARLTON FIRE DEPARTMENT
TO UTILIZE THE FIRE GROUND FREQUENCY OF THE
TOWN OF NEW BALTIMORE FOR EMERGENCY COMMUNICATIONS
ONLY DURING MUTUAL AID**

WHEREAS the Earlton Fire Department has purchased new radios and has requested permission to program this equipment for the Town of New Baltimore's fire ground frequency.

WHEREAS this action will enhance their ability to communicate with our fire companies during mutual aid.

RESOLVED the Town of New Baltimore approves this request from the Earlton Fire Department for use only during emergency situations.

Motion by Supervisor Dellisanti seconded by Councilman Norris

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 109-2015
JULY 13, 2015**

RESOLUTION TO ESTABLISH A TOWN VEHICLE USAGE POLICY

WHEREAS the Town of New Baltimore has obtained a surplus vehicle from Greene County for the purpose of providing transportation for officials and employees while conducting Town business, and

WHEREAS the Town Board deems it appropriate to establish a Vehicle Use Policy to implement the most efficient and effective use of the vehicle.

RESOLVED the Town of New Baltimore hereby adopts the attached Vehicle Use Policy.

Vehicle Use Policy for the Town of New Baltimore

The purpose of this policy is to set forth the guidelines under which Town vehicles will be authorized to Town personnel and the guidelines under which Town vehicles may be used.

Town vehicles are not personal vehicles and are not for personal use. Town vehicles should be viewed as belonging to the citizens of the Town and are assigned solely for the purposes consistent with providing services to those citizens.

Rules Governing Use

1. Municipal vehicles must have the Town seal affixed on the drivers and passenger side doors, and may only be used for legitimate municipal business.
2. Municipal vehicles will not be used to transport passengers who are not directly or indirectly related to municipal business. Passengers shall be limited to Town employees and individuals who are directly associated with Town work activity (committee members, consultants, contractors, etc.). Family members shall not be transported in Town vehicles.
3. Vehicles should contain only those items for which the vehicle is designed. The Town shall not be liable for the loss or damage of any personal property transported in the vehicle.
4. Employees are expected to keep municipal vehicles clean, and to report any malfunction or damage to their supervisor immediately.
5. Employees *and passengers* must wear seatbelts in vehicles so equipped during operation of the vehicle.
6. Employees may not operate municipal vehicles under the influence of alcohol, illegal drugs, or prescription drugs or medications which may interfere with effective and safe operation.
7. Employees who operate municipal vehicles must have a valid motor vehicle license issued by the state of their current residence and may be required to provide proof of valid motor vehicle license once every six (6) months.
8. Employees driving municipal vehicles shall obey all applicable traffic and parking regulations, ordinances, and laws.
 - a) Employees who incur parking or other fines in municipal vehicles will generally be personally responsible for payment of such fines unless the payment of such fines by the town is approved by the Town Board.
 - b) Employees who are issued citations for any offense while using a municipal vehicle must notify the Town Board immediately when practicable, but in no case later than 24 hours. Failure to provide such notice may be grounds for disciplinary action.
 - c) An employee who is assigned a municipal vehicle and who is arrested for or charged with a motor vehicle offense for which the punishment includes suspension or revocation of the motor vehicle license, whether in his or her personal vehicle or in a municipal vehicle, must notify the Town Board immediately when practicable, but in no case later than 24 hours. Conviction for such an offense may be grounds for loss of municipal vehicle privileges and/or further disciplinary action.
- 9) No employee may use a municipal vehicle for out- of-state use without advance approval of the Town Board.
- 10) Usage of personal vehicles for Town business at times that a municipal vehicle is available will be at the employee's choice and in that event, no mileage reimbursement shall be paid.

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Approved 7/27/15**

11) Fuel. Municipal vehicles shall be filled up at the Highway Garage using the available gasoline storage. The gasoline log detailing the date, odometer reading, and number of gallons will be entered onto the log and signed by the person filling the vehicle. All gasoline used will be charged to the Department Account of use, for example Account A 3620.4 (Safety Inspection Contractual Expense) for the Code Enforcement officer, and submitted to the Town Clerk at the end of each month. The cost of the gallons used will be determined by calculating the price per gallon at the most recent price charged for filling the storage tank multiplied by the number of gallons pumped. Highway department account number DA 5110.4 will receive a deduction at the same amount charged to the Safety Inspection account.

12) A key to the municipal vehicle shall be kept by the Code Enforcement Officer and the Town Clerk only. Key(s) shall be returned by any employee using the vehicle as soon as practicable after the completion of such usage.

13) Significant usage is expected by the Building Department; however usage by other departments will also occur. For example, trips for training classes, trips for minor errands i.e. banking, supplies, etc. should also utilize this vehicle based on availability.

14) The Town's Building Inspector will perform a basic visual inspection on a weekly basis to ensure basic functions are in proper working order. All lights should be checked, all indicator lights will be properly monitored, tire inflation and monitoring of mileage for oil changes will be among the items checked.

Failure to comply with any and all provisions of this policy may result in disciplinary action up to and including removal of Town vehicle privileges, suspension, and/or termination of Town services.

All Employees will be given a copy of this policy and will be required to sign a confirmation receipt.

Violations of this policy may result in disciplinary action.

Motion by Supervisor Dellisanti seconded by Councilwoman VanEtten

Stephen Pilatich asked are you allowed to carry firearms in the vehicles?

Councilman Norris said I was going to ask that question too, but you can answer that question. I was going to ask it too.

Stephen Pilatich continued so are they going to be allowed to carry firearms in the vehicles?

Supervisor Dellisanti responded in a town vehicle; we don't have a policy on that.

Councilman Ruso noted I think that would have to go under something with firearms actually because it's not just this vehicle we are talking about, but even on-the-job for that matter is my thought. I can't see a purpose for it.

Councilwoman VanEtten suggested let's get a legal opinion on that.

Councilman Norris said if someone has a concealed carry on permit in the State that works for the Town...

Greg Allen Esq. explained if they are properly licensed to carry and there is no prohibition expressed in Town Law, then they would be able to carry as they would anywhere else.

Stephen Pilatich stated state employees with permits cannot carry in a state building.

Greg Allen Esq. pointed out and that's by state regulation though.

Supervisor Dellisanti observed we don't have that here in the Town of New Baltimore.

Stephen Pilatich remarked we're just making up a regulation here, whatever you want to call it, rules, so...

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Approved 7/27/15**

Supervisor Dellisanti advised we don't have that in the Town of New Baltimore.

Stephen Pilatich continued I'm just asking if you are going to put it in or leave it out.

Councilman Ruso clarified if we are going to have a policy I'd rather it be global as opposed to just as it relates to one vehicle.

Councilwoman VanEtten observed this is only for this vehicle.

Many speaking at once.

Supervisor Dellisanti noted this has been discussed before that the attorney had also said that if an individual is properly licensed, they are allowed to carry.

Stephen Pilatich continued pistol, what about rifle and shotgun?

Greg Allen Esq. reiterated again, a rifle can be carried in the State legally so there would be, absent an expressed prohibition in Town Law, there would be no restriction. Assuming it's carried in the vehicle legally because there are restrictions on loaded long guns in the passenger compartment of the vehicle, but that applies to your personal vehicle as well.

Stephen Pilatich continued I understand that part; I'm just a taxpayer of vehicles, that's all I was asking about.

Councilwoman VanEtten explained this one that's discussed is only the car that we got; we are not discussing all of the.....

Councilman Ruso remarked I prefer if we go anywhere, we are going to have to do a global thing as opposed to specific to Vehicle 1 or Building 2 or what have you.

Councilwoman VanEtten asked has this been an issue?

Supervisor Dellisanti called on Councilman Norris for another question.

Councilman Norris observed in item 2 we talked about passengers limited to Town employees, but in item 5 we don't mention seatbelts. I'd like to add employees *and passengers* must wear seatbelts... And also, who has the keys, the Clerk...

Town Clerk Finke responded I do and the Code Enforcement Officer.

Supervisor Dellisanti agreed and the Code Enforcement Officer.

Councilman Norris asked so what happens on weekends if someone needs the car on weekends, let's say the Sewer guys go out on a call.

Supervisor Dellisanti added hopefully they would notify us before the weekend.

Town Clerk Finke pointed out you are always here Saturday; I'm here Saturday.

Supervisor Dellisanti agreed I'm here on Saturday so I can get the keys.

Councilman Norris asked Sunday?

Councilwoman VanEtten advised they have our phone numbers in case of an emergency; you are the Sewer guy right? So they can call you.

Councilman Norris said I don't have a key.

Councilwoman VanEtten pointed out you have keys to come in here and get the key.

Councilman Norris inquired so if there's a Sewer problem and it's an emergency, you want them to call around first to get a key, to come here to get the car and then go to the Sewer emergency?

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Approved 7/27/15**

Councilman Ruso advised I think it covers, and I'm looking for the line item, there's a line item that speaks of the availability of the car and so I would almost suggest that if the keys are not available, therefore, the car is not and you can use your own vehicle. That's what I would suggest.

Councilwoman VanEtten added if it is an emergency.

Councilman Norris said I like that suggestion. Is that logical?

Supervisor Dellisanti agreed that's absolutely logical.

Councilman Norris continued so what I would like to do then is make a recommendation, I have a note here from Barbara Finke about reimbursement of mileage for the Sewer, Lou Betke and Jim. I'd like to recommend that we pay them this now that we have a new policy and then going forward any time that they need to go out and do something that they follow this policy, but they went with past protocol so I don't think they should be harmed because they didn't go along with this new protocol.

Supervisor Dellisanti noted I don't disagree with that except was there one in there for 2014?

Councilman Norris agreed there was, yes.

Councilman Ruso explained that was probably more of an issue

Supervisor Dellisanti observed that was more of the issue.

Councilman Ruso maintained we closed out 2014.

Councilman Norris continued I don't think there is a problem paying 2014. They never had a problem before, but their logic is that they only had 30 miles maybe for three or four months out of 2014. And in the past they let it accumulate. If you want to set a policy where they should send something in every month and change that and let them know.

Supervisor Dellisanti clarified just the Calendar Year would be important because the Budget year is the Budget year.

Councilwoman VanEtten noted Bonnie had issues with that.

Supervisor Dellisanti concurred Bonnie had issues with that, that's why...

Councilwoman VanEtten remarked you can't pay 2014 in 2015.

Councilman Norris stated sure you can.

Councilman Ruso replied I have issues with that. Theoretically I don't care what the item is, but if you are going to submit a bill from September in May of the following year, obviously there is a timeliness that I would expect. It's not the dollar figure that's so troublesome.

Councilman Norris agreed you are correct and I think that's something we had a discussion about that and they realize that now with these new policies in place, that they are going to get these things in earlier. They were using the old rule, the old standards, the old things that they know, and they let it accumulate to a certain type, figure or amount and then they submitted it. Like here this is only like 10 times they went out so we discussed that and we said turn it in timely, turn it in monthly like everybody else.

Councilwoman VanEtten observed this can't go on and asked did you discuss this with Bonnie at all, have you discussed discussing paying this since you're the Sewer...?

Councilman Norris noted I discussed this with the Sewer Plant guys.

Councilwoman VanEtten questioned but you didn't discuss it with Bonnie paying this in 2015 for 2014?

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**Draft 7/15//15
Approved 7/27/15**

Councilman Norris answered no I did not, but she doesn't run the town, we do.

Councilwoman VanEtten responded no I understand that, but she had a problem with it so again if they did it in a timely manner. It seems like they had an awful lot of miles on it, I haven't looked at it in awhile. But it should have been submitted earlier.

Councilman Norris again like I said, that's the reason they did it like this in the past and now they are going to do it the new way, whatever the way we recommend or they were told to do or whatever, but I think now that we have a new policy here with the vehicle, I would just like to get this taken care of and pay them for their mileage in the past and then move forward.

Supervisor Dellisanti reminded we can take care of the Motion on the policy first, there's a Motion on the Floor for the Vehicle Use Policy.

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

Supervisor Dellisanti observed now let's move to the mileage situation.

Councilman Ruso asked Chris, would you pass that down because I can't recall the specifics of it; it has been a couple of months.

Councilman Norris said I noticed there's nice plants in front of the.....

Supervisor Dellisanti responded thank Clerk Finke for putting that together. I have been watering them.

Councilman Norris inquired were they donated by....

Town Clerk Finke clarified they were donated by me.

Councilwoman VanEtten pointed out but we don't have any dates and we don't know when this is from.

Councilman Ruso agreed I don't know when that is, it is dated 11/1/14.

Councilwoman VanEtten noted but there's no dates next to them.

Stephen Pilatich continued you mentioned if somebody gets called out and they are down in the hamlet and they have to go to the Wastewater Treatment Plant, they are just going to go from the house to the treatment plant, they are not coming up here to get a vehicle, so they still are going to get paid mileage and turn it in.

Councilman Ruso clarified not for a routine work day, but for an emergency call.

Councilwoman VanEtten suggested it would be helpful to have dates, do they have the new mileage sheets?

Town Clerk Finke responded yes.

Councilwoman VanEtten observed they do now because we have no dates it just says 11/1/14 at the top and this one is from September. I don't have a problem paying for it if they did it, but the thing is I think somebody needs to talk to Bonnie about where she is going to take it out of.

Councilman Ruso noted that's \$189, its \$250 worth.

Councilman Norris said she can take it out of the...

Councilwoman VanEtten suggested why don't you give her a call.

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Approved 7/27/15**

Councilman Norris continued I would assume it comes out of the contractual line of the Sewer. At last look it seemed to be under-budget.

Supervisor Dellisanti asked what's your pleasure, what would you like to do?

Councilman Ruso observed I would like to see the voucher with total dollar figures and we can sign off on it or otherwise and go through that process unless you want to have a resolution, but I'd like to know what the dollar figure is. I have a rough idea. You are talking close to 500 miles so I'm going to suggest \$0.58 a mile, it's about \$280.

Town Clerk Finke added and there's two of them right?

Councilman Norris agreed yes, one for Jim and one for Lou.

Councilman Ruso noted I was adding both together. The trips to Town Hall...

Ellie Alfeld asked were they here for a meeting?

Supervisor Dellisanti confirmed 520, they brought the payroll up.

Councilwoman VanEtten agreed they brought things like payroll up.

Councilman Norris continued like I said we have a new policy now in place, and then they'll have sign-off on that policy, but do you want a regular voucher with a list of miles and the amount on there?

Supervisor Dellisanti and Councilwoman VanEtten added and the dates would be helpful.

Supervisor Dellisanti pointed out they just had it blank. I'd rather do it that way.

Councilman Norris said I'll talk to them and have them fill out that form.

Supervisor Dellisanti thought maybe between now and then we can talk to Bonnie and figure out how to pay for this.

Councilman Ruso asked which one of the employees also works for the Village do you recall?

Supervisor Dellisanti and Councilman Norris answered Lou.

Councilman Ruso explained because that would help me with the dates because apparently he has a Village vehicle and I've seen him bring the timesheets here. I just want to make sure it's not the same dates.

Councilman Norris answered I'll ask him that. He has a Village of Cocksackie vehicle?

Councilman Ruso added I'm hopeful he wouldn't do that. I saw it once or twice.

Supervisor Dellisanti agreed it's been here a couple of times. I don't know if any of those dates were those dates.

Councilman Ruso remarked it might not be the same dates, so I don't want to make it sound like I'm making a wrongful suggestion of wrongdoing. I'm not going to do that.

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**Draft 7/15//15
Approved 7/27/15**

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 110-2015
JULY 13, 2015**

**RESOLUTION TO REQUIRE TIMELY REPORTING OF ACCIDENTS/INCIDENTS
AND IMPLEMENTATION OF REPORTING FORM**

WHEREAS the Town Board of the Town of New Baltimore hereby determines that in order to properly process insurance claims and to make potentially needed repairs or remediation of conditions, that is important that all incidents resulting in employee or others personal injury or property damage to either town property or private property in which a Town employee, official, property or equipment is involved.

RESOLVED that all officials and employees shall immediately report to the Town Board, utilizing the attached Accident/Incident Report form, all incidents resulting in employee or others personal injury or property damage to either town property or private property in which a Town employee, official, property or equipment is involved.

Motion by Supervisor Dellisanti seconded by Councilwoman VanEtten

Supervisor Dellisanti noted attached you will see the Accident/Incident Report form that the Town has been using. Any question or comments on that?

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

**New Baltimore Town Hall
3809 County Route 51
Hannacroix, NY 12087**

ACCIDENT/INCIDENT REPORT

| | |
|---|----------------------------|
| 1. Name_____ | 2. Classification_____ |
| 3. Social Security #_____ | 4. Name of Witness_____ |
| 5. Date of Accident_____ | 6. Time of Accident_____ |
| 7. Accident Location_____ | |
| 8. Date of Report_____ | |
| 9. Detailed Description of Accident/Incident_____ | |
| _____ | |
| 10. Corrective Action Taken at Time of Accident/Incident_____ | |
| _____ | |
| 11. Injury Diagnosis (What Part of the Body was Injured)_____ | |
| 12. Treatment | |
| First Aid-----Yes or No | By Whom_____ |
| Medical-----Yes or No | Doctor/Emergency Room_____ |
| Name and Location of Doctor or Emergency Room_____ | |
| Date_____ | Time_____ |
| Is Follow-Up Necessary----Yes or No | Date_____ Time_____ |

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13. Signatures

Injured Party_____ Town Supervisor_____

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 111-2015
JULY 13, 2015**

**RESOLUTION TO APPROVE SUBMISSION OF AN APPLICATION
FOR A BANK OF GREENE COUNTY BUSINESS CREDIT CARD**

WHEREAS the departments within the Town of New Baltimore orders supplies and materials in the operation of their offices and there are occasions where vendors require a credit card to place such orders.

RESOLVED the Town of New Baltimore authorizes the Town Supervisor and Town Clerk to submit the application to the Bank of Greene County for a Business Credit Card for use by Town officials and employees.

Motion by Supervisor Dellisanti seconded by Councilwoman VanEtten

Councilman Norris asked why do we need a card now, we never had one in the past?

Town Clerk Finke responded because I know Diane has a voucher on her desk for almost \$1,000 for envelopes for the Tax Department and she has to put them on her own personal credit card. And if we pay our bill, which we have been because we pay them twice a month now, we will incur no interest charges. I've done some things too where I've had to put it on my personal credit card.

Supervisor Dellisanti explained just recently the Courts were buying a cart...

Town Clerk Finke continued and I had to put it on my credit card to save the Town \$250.

Councilman Norris noted I had to do it once myself too.

Supervisor Dellisanti pointed out just so you know The Bank of Greene is not making us any charges at all for the credit card.

Councilman Norris continued I just wanted to get that out there because you're right. I did that too for an item. It is complicated and you get reimbursement.

Supervisor Dellisanti replied I don't like using my own.

Councilman Ruso reported so the card, the list of charges will be available each month and we will review that.

Councilman Norris asked who will hold the card?

Supervisor Dellisanti answered the Clerk.

Councilman Norris continued and it will be locked up in your office.

Supervisor Dellisanti responded yes absolutely.

Stephen Pilatich asked is that going to be a credit card or a debit card?

Supervisor Dellisanti answered credit card.

Stephen Pilatich said so that's unlimited.

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Approved 7/27/15**

Councilwoman VanEtten explained no there is usually a credit limit.

Supervisor Dellisanti noted no there's going to be a credit limit on whatever the bank gives us.

Stephen Pilatich inquired I'm just saying are you setting aside x dollars in the budget for this card?

Supervisor Dellisanti replied no, the budget is the budget and we can only use the money that's in the budget line that's already been approved.

Stephen Pilatich continued what I'm saying is you've got a credit card it can be anything, if you've got a debit card you're saying here's \$4,000 and you can spend down that \$4,000.

Councilwoman VanEtten observed a debit card has to come out of a checking account.

Councilman Ruso mentioned the authorization is already there for the budget. So for instance in the illustration that Barbara gave, \$1,000 is part of the budget for the Tax Collector Contractual Expenses. So that's already there and that purchase would have to be itemized to that particular budget line.

Councilwoman VanEtten added my credit card is itemized and you can see what's charged.

Councilman Ruso agreed that's what I'd like to see, is the itemization.

Stephen Pilatich continued so you don't exceed that's all because the money's there. Debit card will do the same thing, you can't go over.

Ellie Alfeld reported I would just like to say that if you talk to any security people, they will tell you you're better off with a credit card than a debit card because if your debit account is hacked, you have no recourse so you are better off with a credit card.

Supervisor Dellisanti confirmed the Bank told us that as well.

Councilwoman VanEtten suggested I don't know if the Town can have a debit card because the money will just come out of an account without itemizing it.

Greg Allen Esq. agreed it created complications I think because it would have to be tied into your account directly. It is linked.

Councilman Norris asked is this card a Business Card or is it the Business Reward Card? The only reason I ask is because the Business Card is free and the Rewards Card is \$35 annually.

Town Clerk Finke replied no it is the first one.

Supervisor Dellisanti observed there's no charges or fees.

Councilman Norris said the card is free, that's great.

Supervisor Dellisanti concluded everything is free and clear. I thought it was the safest way to go for all of us.

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

Supervisor Dellisanti added I would like to thank Barb because she researched this entire packet tonight.

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TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 112-2015
JULY 13, 2015**

**RESOLUTION TO APPOINT ALAN VANWOMER TO THE GREENE
COUNTY HAZARDOUS MITIGATION PLAN UPDATE COMMITTEE**

WHEREAS the Greene County Department of Emergency Services will be convening a Committee to undergo a complete revision of its Hazardous Mitigation Plan to provide guidance for mitigation activities within the County and enable the County to apply for mitigation grants.

WHEREAS every Town and Village in Greene County has been asked for a representative that has working knowledge of the hazards within their municipality in regards to flooding and flood prone properties.

RESOLVED the Town of New Baltimore appoints Alan VanWormer, our Emergency Management Officer, to represent the Town in this process.

Motion by Supervisor Dellisanti seconded by Councilwoman VanEtten

Councilman Norris said normally we send two.

Supervisor Dellisanti explained they only asked for one

Councilman Norris continued because normally the Supervisor went and/or the Chairman of the Emergency Management Committee went.

Supervisor Dellisanti suggested if you look at the letter, it just says that they ask for one person; it's attached to the resolution. John Farrell is the Director.

Councilman Norris noted in the past we've sent two to these things.

Ellie Alfeld asked wasn't Alan appointed previous to this?

Councilman Ruso responded different function, Emergency Management.

Councilman Norris continued same title, but there's a Committee.

Town Clerk Finke clarified but it's a different Committee, it's a new Committee.

Councilwoman VanEtten agreed it only says one person.

Councilman Ruso added there may be need for a person to be identified as a backup, but maybe Alan can choose his backup.

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

Councilman Norris stated the reason I ask is most Towns don't have an Emergency Services person. The Supervisor usually goes or the Chairman of that Committee usually goes. I went and Dave Louis went also.

Town Clerk Finke replied we've come a long way.

Councilman Norris continued and Alan went also.

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Motion to Allow Cornell Hook & Ladder Fire Co., Inc. to Use Joseph Wyche District #1 Park as Overflow Parking on September 19, 2015 for their Block Dance made by Supervisor Dellisanti seconded by Councilman Norris..

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

AUDIT OF CLAIMS

Supervisor Dellisanti remarked on the Audit of Claims, Barb, I want to hold back one number -- 2015-07-44 in the Highway Department folder. The amount is \$18,996.48. I just don't have any documentation on that.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 113-2015
JULY 13, 2015**

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 2015-07-01 to 2015-07-53, it is

REVOLVED that the Supervisor is hereby authorized to pay claims 2015-07-01 to 2015-07-53,

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until August 31, 2015.

Supervisor Dellisanti asked in that resolution, do you want me to state that we will also hold claim 2015-07-44.

Motion by Supervisor Dellisanti seconded by Councilman Ruso

Councilwoman VanEtten said well actually I do have a question. Chris, the phone bill downstairs for the Sheriff's office is still in your name. Are you going to take that out of your name?

Councilman Norris answered I will make a phone call to State Telephone and have them take that over.

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

General \$7,294.41, Highway \$3,449.17, Sewer 1 \$2,050.53, Sewer 2 \$29.97, Street Lighting 1 \$1,521.33, Street Lighting 2 \$120.26, Total \$14,465.67

Upcoming Meetings

- July 16, 2015 Veterans Committee at 10 AM
- July 16, 2015 Friends of New Baltimore Recreation at 7 PM
- July 20, 2015 Building/Capital Improvements Committee at 7 PM
- July 22, 2015 Comprehensive Plan Committee at 7 PM
- July 24, 2015 Cornell Hook and Ladder Fire Company Chicken Barbecue to Benefit Summer Recreation Program at Albright's Garage
- July 27, 2015 Town Board Work Meeting at 7 PM
- August 5, 2015 Zoning Board of Appeals Meeting at 7:30 PM if Needed
- August 10, 2015 Town Board Meeting at 7 PM
- August 13, 2015 Planning Board Meeting at 7 PM
- September 19, 2015 Townwide Yard Sale 9 AM-4 PM

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PUBLIC COMMENT PERIOD/COMMUNITY EVENTS

Supervisor Dellisanti introduced Dot Davis.

Dot Davis began I think it is self-explanatory. God forbid something should happen with a firearm in a vehicle, what is the insurance carrier going to say about this? Comments were made by the Highway Department that they wanted to carry rifles and shotguns in their vehicles especially during hunting season. This is what the comment that was made.

Greg Allen Esq. asked what was the comment that was made?

Dot Davis answered the comment was made by Highway people that they wanted to carry rifles and shotguns in their vehicle especially during hunting season. Now God forbid something should happen; they shoot something and it hit somebody's house or whatever, what is the insurance carrier going to say about this?

Councilwoman VanEtten noted I have a question, when was this stated? I don't remember, does anybody remember?

Councilman Norris commented I vaguely remember, but nothing about hunting season in there. Just when they go out at night and they are doing something, moving limbs or something like that....

Supervisor Dellisanti agreed exactly when it was a dangerous situation.

Councilman Norris added exactly it was nothing about hunting season, I never heard anything about hunting season. We can look in the Minutes.

Dot Davis continued it's in there.

Stephen Pilatich said hunting season was mentioned.

Councilman Ruso suggested I certainly wouldn't encourage it because of hunting season and they are not to be hunting while on the job; it is a recreation activity not a workplace activity.

Dot Davis continued precisely, because that raised our eyebrows when that was mentioned.

Supervisor Dellisanti reiterated our attorney said it is an individual issue, he's going to have an individual problem, it's his weapon.

Greg Allen Esq. concluded he is responsible to follow the rules and the law on firearms and firearm handling. They are not relieved of any obligation; they have to follow the rules just the same as everyone else.

Supervisor Dellisanti asked for any other comments.

Ellie Alfeld said I commend the Town Judges budget or grants or whoever drew up the grant money for the improvements to the Town Hall.

On a Motion by Councilman Norris seconded by Councilwoman VanEtten, the meeting adjourned at 7:40 PM.

AYES: Dellisanti, Ruso, Norris, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway

Supervisor Dellisanti thanked everyone for coming.

Respectfully Submitted,

Barbara M. Finke
Town Clerk