

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

**November 23, 2015
AGENDA**

Please turn off all cell phones and electronic devices.

Pledge of Allegiance

Presentation by Coxsackie-Athens School District on Proposed Building Project

Reports

Supervisor

County Legislator (Invited)

Town Clerk

- November 9, 2015 Public Hearing on 2016 Preliminary Budget
- November 9, 2015 Town Board Regular Meeting

Tax Collector

Historian

Agriculture (Chair Norris/Member Benway)

Ag Fest Liaison (Member Ruso)

Animal Control (Chair Ruso/Member Norris)

Assessment (Chair Dellisanti/Member Norris)

Audit and Control Committee (Chair Ruso/Member Dellisanti)

- Resolution Authorizing the Supervisor to Amend the 2016 Budget

Buildings & Grounds/Recycling (Chair Ruso/Member Norris)

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

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

Greene County EMS (Representative Dellisanti/Deputy Norris)

Greene County Planning Board (Representative Cashin)

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

Highway (Chair Dellisanti/Member Ruso)

Insurance (Member VanEtten)

Memorial (Chair Benway/Member Norris)

Personnel (Chair Ruso/Member Dellisanti)

Planning Board/Zoning Board of Appeals (Chair VanEtten/Member Dellisanti)

- Resolution to Advertise for 2016 Appointments for Planning Board, Zoning Board of Appeals, Board of Assessment Review, Clerk, and Greene County Planning Board Positions
- Resolution to Adopt Complaint Policy and Complaint Form for Use by the Planning and Zoning Department

Seniors and Veterans (Chair VanEtten/Member Benway)

- Resolution to Authorize Prepayment for Seniors Holiday Luncheon not to Exceed \$1,207.71

Technology/Website (Chair Benway/Member VanEtten)

Town Courts Liaison (Member Ruso)

Wastewater Treatment (Chair Norris/Member Benway)

- Resolution to Authorize Emergency Repair of Auger Monster and Muffin Monster Removal at the Wastewater Treatment Plant by Flach Industries, Inc.

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

Public Comment Period/Community Events

- November 26 Happy Thanksgiving
- December 2 Zoning Board of Appeals Meeting at 7:30 PM If Needed
- December 3 2 Senior Committee Christmas Party at Pegasus Restaurant at 12:00 Noon, Reservations Only by Calling Conrad Jurgens
- December 10 Planning Board Meeting at 7 PM
- December 14 Town Board Regular Meeting at 7 PM
- December 16 Comprehensive Plan Committee at 7 PM
- December 24, 2015 Town Hall Offices Closing at Noon

- December 25, 2015 Happy Holiday
- December 28 Town Board Work Meeting at 7 PM

Audit of Claims

Adjournment

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

**TOWN OF NEW BALTIMORE
COUNTY OF GREENE
TOWN BOARD WORK MEETING
November 23, 2015 - Page 1**

**Draft 11/25/15
Approved 12/14/15**

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, Councilwoman VanEtten, Town Clerk Finke, Tax Collector Jordan and 10 members of the public who signed the attendance book.

Absent: Councilwoman Benway, Councilman Norris, and Highway Superintendent Jordan

Supervisor Dellisanti began tonight we have a presentation from the Coxsackie-Athens School District on the capital project that they are going to have so Leslie would you please step up or do you want to wait for Randy?

Leslie Copleston answered Randy, he's been doing the presentations so if it's possible can we wait for him to arrive. He should be here at any minute.

Supervisor

The monthly financial reports for October were forwarded to all Board members. Has everyone had a chance to take a look at them? I would like to make a Motion to accept the October financial reports, seconded by Councilwoman VanEtten. Any questions or comments?

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

Greene County EMS

Calls for October were 7, totaling 63 for 2015. There were a total of 67 calls for all of 2014, so we are basically right at the same level as 2014. The projected year-end balance is up to \$200,000 which is good for 2016. That will change the numbers in 2017.

Correspondence

I received a letter from Ag and Markets, "*Enclosed is the **Dog Control Officer Inspection Report** completed on 11/18/2015. This inspection relates to Agriculture and Markets Laws and Regulations which may be viewed on the website below. As the report indicates, DCO services were rated "Satisfactory". Please make note of any comments listed on the report. Dog control officer services are subject to inspection by this agency on a regular basis. Please notify this office within 30 days of any changes in DCO services. If you have any questions regarding this inspection, please call me. Elizabeth Holmes, Animal Health Inspector*"

County Legislator

No Report

Town Clerk

10 Late Dog Fees \$50, 7 Building Permits \$671.25, 2 CO Searches \$30, 13 Hunting/Fishing Licenses \$43.30, 27 Dog Licenses \$198, 2 Replacement Tags \$4, 2 Minor Subdivisions \$60, 18 Certified Copies \$180, 5 Photo Copies \$1.25, Recycle Fees \$41.50, Total State, County & Local Revenues \$2,112, to NYS Agriculture & Markets for Spay/Neuter Program \$39, to NYS Department of Environmental Conservation \$793.70, Total to Supervisor \$1,279.30.

APPROVAL OF MINUTES

A Motion to approve the November 9, 2015 Public Hearing on 2016 Preliminary Budget 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, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

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COUNTY OF GREENE
TOWN BOARD WORK MEETING
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Approved 12/14/15**

A Motion to approve the November 9, 2015 Town Board Regular Meeting Minutes submitted by Town Clerk Finke was made by Supervisor Dellisanti seconded by Councilwoman VanEtten who said I'll make that motion if I can just say something. When I was listening to the tapes with Barb there were members of the audience that spoke up and we couldn't hear Town Board members speak. So from now on if you could go to the podium to speak, it would be helpful and I know Barb has a hard time understanding when that happens. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

Supervisor Dellisanti asked Mr. Squire, would you like to step up to the podium?

Randy Squire began I appreciate you giving us a few minutes to come and talk about the capital project referendum. It's going to voters in the C-A District on December 15. Polls will be open in the Cossackie Elementary and E.J. Arthur Elementary in Athens on the 15th and it follows that same rules etc. as a budget vote. The Board has been spending about the last 18 months working on this plan and deciding what would end up in the final scope of the capital project. We started by having the engineers and architects go through all of our buildings and determine what current needs there might be in our mechanical, electrical, plumbing, HVAC etc. and also update our mandated five -year building conditions survey. After that they went to the teachers and surveyed the teachers and interviewed dozens of teachers about the needs of our classroom spaces throughout the District as well. And from that began to then develop the scope of the project. First the Facilities Committee, the Board, and the Board as a whole worked on this the past spring and summer and early fall. It ended up being a project that going back to align to what we are trying to accomplish in our schools which is to create more spaces where kids can work on project-based learning; where they can work in teams as opposed to your traditional teacher in front lecturing-type format and also takes into account the variety of courses that we do offer in our schools, the expanding of courses that we offer especially in our stem courses, our science, technology, and math courses in our buildings. So when the project scope finalized, we broke it into three major areas. First, safety and security, if this project were to be passed by the voters, it would include installing security cameras throughout all of our buildings, inside and out. We would include replacing all our interior door locksets, as we call them intruder locksets, where teachers would be able to quickly lock their doors in case of an intruder, includes replacing or upgrading our fire alarm systems, building access, card access systems, our PA systems, phone systems in our buildings. Also under the safety and security includes reconstructing and reconfiguring the parking lots and bus loops at the Cossackie campus and the parking lot down at the Athens campus as well. The design there would be to separate vehicle traffic from bus traffic in both campuses and to provide a little bit wider sidewalks as well for our pedestrians in both campuses. That's our safety and security, the major components. There's a lot of other things that will go on, they are behind the walls if you will and those types of things. The next big part of the project is classroom improvements and mainly this is going to be focusing on the High School. The classroom spaces that we're going to be touching have not really seen any type of major renovation in probably over 40 years in these parts of the High School. So this includes our Art classrooms. The goal here is to put our spaces together if you will. We have Art rooms, one upstairs, one downstairs, and we are going to bring them both downstairs at the High School and create an Art Suite down our one hallway, where they will be able to share storage, share kiln space, share other resources, have a nice space for our Art students. Included in that hopefully will be new locker bays in the adjacent hallway that will allow us to have a display case across the top of the lockers so they can display their artwork like a gallery for kids in our corridor. A big piece of this project for the classrooms is our technology classrooms that we used to call Shop class. Again that space probably hasn't been majorly touched since it was built in the 1950s so we plan to completely open this space up to include areas for our woodworking and metalworking programs. We are in the process right now of expanding on those programs to include Advanced Technology, CTE Pathway where kids when they're done graduating, they would receive a CTE certification as well as some college credits through one of our local colleges, probably Hudson Valley Community College in the Mech Tech Program.

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Again these are the jobs that Docomun is looking for, which is a lot of the manufacturing companies up in the Capital Region are looking for. So we have our dirty labs and also in the Suite we'll have our clean spaces for our CAD classes, our robotics classes, computer science courses we offer, and several other engineering-type courses in this whole space in the back. Again we currently have our Tech teachers spread out throughout the building and once again we will put them all in one space where they can share resources, co-teach, and do other things in that area. This project would also include moving some of our science classrooms to be adjacent to the rest of the science wing. This would include overall four new science classrooms in the building – two in the High School, two in the Middle School -- as well as moving our band and choir area to where the Library is currently, adjacent to the Auditorium. So this will provide a little bit more flexibility, efficiency with their program. It will also include some space for a music studio as well as a production studio for our Drama Club and Play production in that area. Our Library will be relocated to the front of the campus in what we call the 7th and 8th Grade wing in the front; it will be a larger Media Center. It will also include the Middle School Library as well as the High School Library. So it would be one large Media Center with two libraries within it. There will be some common sharing again of space in a sense of storage and circulation desk, but the materials, the collections will separate. The kids come down, the Middle School kids come in the one way, the High School will come in the other, but there will be opportunities to share some of the more common resources you might find in a Media Center. We also hope to put a production studio in there. We've expanded our Media Production classes so our English Departments will have a place in there to finalize that work on the computers as well as video cameras etc., so again a new space in that regard. There's other work being done in the Auditorium. That's another space that we are excited about, upgrading the sound, the lighting, paint, curtain rigging and some other work that needs to be done, create a space that's worthy of our kids' talents in all of our musical productions as well as our drama productions and also to design them in a way that could be used as a large group instruction room if necessary as well, so you have a lecture-hall setting in there as well, so again trying to make all these spaces multi-use. Which leads us to our final piece is where the Middle School Library used to be. We're going to keep that open and leave that as a multipurpose gathering space for all of our kids, not just the Middle School kids. They can use for small grade-level meetings where classes could go down and work on projects in a more open atmosphere instead of being squeezed into a classroom, a desk, and furniture etc. We'd probably relocate some of our ever-growing aqua lab program, it started in the 4th Grade, now it's in the Middle School as well. In that space it would also be a location for some of our bulkier interactive technology that we hope to begin introducing to our classrooms very shortly. So that is some of the major pieces of the classroom space. There's some work in our High School gym that will also be done, again another space that really hasn't been touched in a long, long time. We hope to open some things up there including putting a doorway in between the main High School gym and our fitness room so teachers can have better supervision of the two spaces and go back and forth instead of having to go out in the hall and come back in the building. One other area we consider a classroom improvement although it's outside is an outdoor Middle School recess space. Currently the Middle School kids do have recess each day during lunch; they go out into a not-much-grass area. We want to add a little bit of paving and some playground area in there for basketball, four square, and some other games they can play on a hard surface behind the Middle School. The third major component of the project is our track and field improvements. Our running track was built in 1989, it has not really been renovated except to be painted ever since, so it has really outlived twice what we normally see a track of that nature lasting. We would renovate and widen the track and then put a new resilient rubberized surface on it similar to what RCS has on their track. By widening it, this would allow all of our sports teams to play inside that track area, so we are proposing to put a multi-purpose athletic turf field inside the track. This would allow soccer, field hockey, and football to play there. In this proposal it would also include stadium lights and a press box in that stadium. It would be our anticipation that we would want to have our community groups use it as well, Henry Hudson soccer, flag football in the fall, and then in the spring, our baseball and softball would be out there. You can get them outside much earlier than we currently do, as well as Little League can utilize that field, and throughout the school year we see this as an outdoor physical education classroom. They can get out and they can get on it, you don't have to worry about mud, rain, and those types of things because it would drain so well in there so we see this as a facility that

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would be used every day by our school and community as well. That's the major components of the project. And again there's a lot of other smaller needs that need to be taken care of as far as HVAC and more electrical upgrades throughout our buildings. The scope of the project we feel about 90% of it would be eligible for aid, and again at different aid levels. So after all that state aid is calculated after calculating in our smart bond money, it available for us to use parts of this project including the security piece, some technology upgrades. We are estimating that the impact on the taxes would be about \$0.33 per thousand over the life of the bond which would be a 15 year bond, which again we'd estimate that would just kick in about the 2018-19 school year when that would happen. The timing of this coincides as well with our Middle School bond coming off the books so it levels it off instead of having a dip and spike in the tax levy. We are still beholden to the tax cap, we have to still stay under that. At the end of the day we still have to stay under the tax cap. For us, for school districts, right now they are estimating at 0% going in for our next year's school budget. But with the aid coming in, it offsets the expenditure going out. Voting yes on this project doesn't cause us to have to go back and start cutting staff or cutting books and materials. It's a separate funding source, that's how the school works. Likewise voting no doesn't mean we have more money to put into books and staff etc. That's the very shortened version of it. If you go to our website, we have a video on there that explains this in pretty good detail. The newsletter is being printed as we speak, so you will have a newsletter in the mail probably the Monday, Tuesday after Thanksgiving, a break here next week. We have some public forums, one on the 2nd down in Athens and one on the 3rd at Cocksackie Elementary for more information. Everything including the more detailed item list is on our website of everything that's included in the project.

Supervisor Dellisanti thank you for the information, I appreciate it. You answered two of my questions about the tax cap. I know 2017 I'm being told also that it's going to be a 0% tax increase for the Town as well. We are all going to be standing together with that number I'm sure. Thank you very much, Randy, for your presentation tonight.

Tax Collector

Anyone having to pay their Town/County taxes must call GREENE COUNTY at (518)719-3530 to get amount owed for that billing and be paid at Greene County Treasurer's Office. Sewer District #1 Relevy has been sent to Greene County for processing. No payments can be made on this billing for 2015. Water District #2 I am still collecting for this billing until December 31, 2015. There is a 2% penalty added to this bill until December 15. After that date the penalty will be 4% until December 31. Anyone with questions please call me at (518)756-6671 x1 and I will be happy to help you at any time.

Historian

No Report

Agriculture

No Report

AgFest

No Meeting until after January.

Animal Control

No Report

Assessment

The roll was uploaded to Nexx Linx for the production of the January Town and County Tax bills. Julie has been preparing the mailings for the remaining exemptions that require yearly renewals. The letters and renewal forms will be sent no later than mid December. All renewals are due back by the deadline of March 1, 2016. The Assessor's office wishes everyone a Happy Thanksgiving.

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Audit and Control

Having just finished the budget earlier this month, we have some end-of-year accounts that have to be reconciled and that will not be ready until the last meeting of the year.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 161-2015
NOVEMBER 23, 2015**

**RESOLUTION AUTHORIZING THE SUPERVISOR TO MAKE AMENDMENTS
TO THE 2016 BUDGET**

WHEREAS the 2016 Budget was adopted by the Town Board of the Town of New Baltimore on November 9, 2015 and submitted to the State Comptroller and the Greene County Legislature.

WHEREAS the Greene County Office of Real Property Tax Services subsequently suggested a correction to Sewer District 1 information.

RESOLVED that the 2016 Budget be amended as follows:

Summary Page, Sewer District #1	Estimated Revenues	\$153,063.00
Sewer Fund, SS2120, Page 1 of 2	Final Budget 2016	\$151,963.00
Sewer Fund, SS2120, Total District 1	Final Budget 2016	\$153,063.00

Motion Supervisor Dellisanti seconded Councilman Ruso

Supervisor Dellisanti explained there was a mixup with the bookkeeper on the Summary Page and it had to be corrected. It all balances out now according to what the County is looking for. It actually went down over \$2,000.

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

Building & Ground/ Recycling

5 Tires Up to and Include 16" Without Rims \$10, 3 Tires Up to and Include 16" With Rims \$9, 3 Tires Larger than 16" Without Rims \$22.50, Total Income \$41.50, 60 Gallon Bags of Plastic (No Hard Plastics) 22, 55 Gallon Drums of Cans and Aluminum 6, 26 Bundles of Magazines and Phone Books, 41 Bags and Bundles of Newspapers, 11 Bags of Shredded Paper, 25 Boxes and Bundles of Cardboard

Building Inspector/Code Enforcement Officer

Summarization of Code Enforcement Officer activities for October, 2015 is as follows: Building Inspections 19, Building Permits Issued 2, Building Permits Renewed 1, Certificates of Compliance Issued 1, Certificates of Occupancy Issued 1, Temporary Certificates of Occupancy Issued 1, Commercial Permits Issued 1, New Building Permit Applications Received 5, Code Violation Investigations 1, Application Fees for October 2015 \$661.25, Total Fees for Year to Date \$8,632. Per my discussion with Supervisor Dellisanti, I will be submitting recommendations regarding the renewing of Building Permits and the length of time building permits are allowed to remain open.

Greene County Planning Board

A meeting of the County Planning Board was conducted on November 18, 2015. Prior to the meeting the Board handed out the annual Planning Achievement Awards. This year there were two recipients: Ferguson Enterprises, Route 9W in Coxsackie, for their environmental use of lighting, site work, and stormwater controls, and their positive impact on Greene County employment and economy. Aaron Flach, Mansion Street in Coxsackie. Mr. Flach renovated a historical multi-family home that was in disrepair. His efforts to return the structure to its original state with modern amenities resulted in a positive impact on Coxsackie's Main Streets. The Board reviewed two Site Plans from

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COUNTY OF GREENE
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the Town of Cairo; neither application could be acted on due to lack of quorum. Site plan from the Town of Cossackie regarding the addition of two self storage units at 11223 Route 9W. The Board voted to approve the Site Plan. Town of Catskill area variance for a fence to be installed on the property line. The Board recommended that the application be returned for local decision.

Grants/ Promotions/Economic Development

No Report

Highway

No Report

Insurance

No Report

Memorial

No Report

Personnel

No Changes

Planning Board

The Planning Board met on November 12, with the following business transacted: Public Hearing was held on the Sandra Stephen Minor Subdivision Application for a two-lot subdivision of her property on High Mount Road. In the Regular Monthly meeting that followed: Approved the Sandra Stephen two-lot subdivision, Received Minor Subdivision Application for two-lot subdivision of the Blosser property located at 180 South Main Street. Intent of the subdivision is to allow for the subdivided parcel to be added to neighboring parcel. Public Hearing is scheduled for 7 p.m., December 10, 2015. The Planning Board is still awaiting direction from the Town Board with regard to the requirement for On Site inspections.

Councilwoman VanEtten advised the Town Board has no regulatory authority over the Planning Board, it's up to them to decide on that. Tal has made that very clear. So we have to inform Kathy of that.

Councilman Ruso asked didn't Tal weigh in on that to some extent?

Councilwoman VanEtten agreed he did, at the Training Session when everyone was there that they are a separate entity onto themselves.

Supervisor Dellisanti suggested we'll get a note to Kathy.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 162-2015
NOVEMBER 23, 2015**

**RESOLUTION TO PLACE ADVERTISEMENT FOR MEMBERS OF
PLANNING BOARD, ZONING BOARD OF APPEALS, BOARD OF
ASSESSMENT REVIEW, CLERK, AND GREENE COUNTY PLANNING
BOARD POSITIONS**

WHEREAS an advertisement be placed in *The Daily Mail* for positions that are currently unfilled or whose term of office will expire on December 31, 2015 or that will expire during 2016.

RESOLVED that the Town Clerk will place the following advertisement, approved by the Attorney for the Town, in *The Daily Mail* for 7 days.

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COUNTY OF GREENE
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The Town of New Baltimore is seeking applicants for the Planning Board, Zoning Board of Appeals, Board of Assessment Review, where annual training is required, Clerk, and Greene County Planning Board Position. Please send letter of interest or resume outlining experience to Councilwoman Shelly VanEtten, 3809 County Route 51, Hannacroix, NY 12087, svanetten@townofnewbaltimore.org, or call 756-3517 for information by December 18, 2015.

Motion by Councilwoman VanEtten, seconded by Councilman Ruso

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 163-2015
NOVEMBER 23, 2015**

**RESOLUTION TO ADOPT COMPLAINT POLICY AND COMPLAINT FORM
FOR USE BY THE PLANNING AND ZONING DEPARTMENT**

WHEREAS the Planning and Zoning Department receives complaints from residents that are referred to the Code Enforcement Officer.

RESOLVED the Town Board of the Town of New Baltimore adopts the attached Code Enforcement Complaint Policy and Complaint Form for use by the Planning and Zoning Department.

Motion by Councilwoman VanEtten seconded by Councilman Ruso

Supervisor Dellisanti pointed out just so you know this has been passed through out Attorney's office. He has modified it and approved it. This will put us in a position where anonymous complaints will no longer take place. People will have to come in and fill out a complaint in writing.

Councilwoman VanEtten announced and also we'll be sure to make sure that it's followed up on.

Councilman Ruso added paper trail.

Supervisor Dellisanti agreed absolutely, the whole file will be placed as soon as something is sent.

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris



TOWN OF NEW BALTIMORE

County of Greene
3809 County Rte. 51
Hannacroix, N.Y. 12087
Telephone: (518) 756-6671
TDD/TTY: (800) 662-1220
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**CODE ENFORCEMENT COMPLAINT POLICY
TOWN OF NEW BALTIMORE
PLANNING AND ZONING DEPARTMENT**

PURPOSE

The Town of New Baltimore Planning and Zoning Department (the “Department”) receives many code enforcement complaints each year. Each complaint must be handled in a fair, consistent and timely manner. In order to accomplish this, it is in the Department’s intent to follow established procedure whereby:

- A complaint properly received is thoroughly investigated;
- A dispute is resolved with as few parties involved as is necessary; and
- A complaint is conducted fairly and in as simple a manner as is practical.

There are two sources through which code enforcement is initiated: Complainants and Town-initiated enforcement action. This Policy addresses complainant-initiated codes enforcement.

PROCEDURE

A complaint shall be documented by the Department on an appropriate form along with pertinent information and signed by the complainant. Promptly upon receipt of a complaint, the Planning and Zoning staff will initially assess whether it is a complaint over which the Department has jurisdiction. If not, the complainant will be so notified and will be referred to an office or agency when appropriate. At the earliest possible time, the Planning and Zoning staff will assign the complaint to a Code Enforcement Officer (CEO) for investigation – recognizing the seriousness and immediacy of the complaint and the availability of Departmental resources.

Appropriate investigation will be undertaken; material documentation will be gathered; and notes will be taken of observations, discussions, and statements. At the disposition of the case, the CEO will provide a synopsis, direction or steps that each party has agreed to take to moderate or otherwise resolve issues. These shall be carefully documented and a copy shall be placed in the Permanent Complaint File.

The Town will not take action with respect of an anonymous complaint because it cannot assure confidentiality. One exception is when an alleged violation involves immediate threat to public health or safety.

MEDIATION

The Department in appropriate cases, may recommend mediation between disputants. Mediation may be conducted by a mediation service.

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APPEALS

Appeal from a determination of a Code Enforcement Officer shall be first made in accordance with the New York State Town Law.

PROSECUTION

If a complaint cannot be satisfactorily resolved by the Department and there is reason to believe that code violation(s) exist then the Department shall report same to the Town Board and Attorney for the Town who shall attempt to appropriately resolve the complaint prior to commencement of enforcement proceedings. Prosecution of enforcement proceedings shall not occur until same is approved by motion of the Town Board except in those situations involving immediate threat to public health or safety.

APPLICABILITY

This policy applies to all codes administered by the Department and its agents for complainant-initiated enforcement. The procedures and forms of this Policy shall supersede any conflicting Town policy and procedure.

EFFECTIVE DATE

Immediately

Adopted By Town Board 11/23/15

TOWN OF NEW BALTIMORE
COMPLAINT FORM

Case # _____
Year-Complaint Number

Name of
Complainant: _____

Address of
Complainant: _____

Location of
Complainant: _____

Property Owner of Complaint Location: _____

Description of Complaint (Be Specific): _____

Signature of
Complainant: _____

Office Use Only		
Complaint Received By: _____	Date: _____	Via: _____
Complaint Forwarded To: _____	Date: _____	Via: _____
Investigation Finding: _____		

Remedy Required: _____		

Zoning Board of Appeals
The ZBA did not meet on November 3, 2015, since there were no applications to come before the Board.

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**Draft 11/25/15
Approved 12/14/15**

Seniors and Veterans

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 164-2015
NOVEMBER 23, 2015**

**RESOLUTION TO AUTHORIZE PREPAYMENT FOR SENIOR
HOLIDAY LUNCHEON NOT TO EXCEED \$1,207.71**

WHEREAS the Seniors Committee of the Town of New Baltimore will hold their Annual Holiday Luncheon on December 3, 2015 at 12:00 PM at Pegasus Restaurant.

WHEREAS according to the Town Procurement Policy dated January 1, 2015, two quotes will be procured if the total amount is over \$1,000.

NOW, THEREFORE, BE IT RESOLVED that the Town of New Baltimore is authorized to prepay the Senior Luncheon for attendees of the Town at a cost not to exceed \$1,207.71 from Line Item A.6772.4.

Motion by Councilwoman VanEtten seconded by Supervisor Dellisanti

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

Technology/Website

No Report

Town Courts

In September, Court fees were \$20,153 of which \$11,670 was sent to the State Comptroller and the Town retained \$8,463. Justice Farrell \$11,319, Justice Davis \$8,834

Supervisor Dellisanti noted I hate that check going to the State, but it has to.

Wastewater Treatment

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 165-2015
NOVEMBER 23, 2015**

**RESOLUTION TO AUTHORIZE EMERGENCY REPAIR OF
AUGER MONSTER AND MUFFIN MONSTER REMOVAL AT THE
WASTEWATER TREATMENT PLANT BY FLACH INDUSTRIES, INC.**

WHEREAS the Town Board adopted a Procurement Policy on January 1, 2015 concerning the procurement of goods and services.

WHEREAS the Auger Monster and Muffin Monster were not working properly at the Wastewater Treatment Plant.

WHEREAS due to the emergency condition of this repair and according to Procurement Policy 6 b, Section 103(4) of the General Municipal Law, this repair had to be performed immediately and an alternative proposal might threaten the life, health, safety or welfare of the residents.

BE IT RESOLVED that the Town Board of the Town of New Baltimore approves said emergency repair at the Wastewater Treatment Plant by Flach Industries, Inc., Invoice No. 10387, Town Voucher 2015b-11-42, for \$2,873.00.

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TOWN BOARD WORK MEETING
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**Draft 11/25/15
Approved 12/14/15**

Motion by Supervisor Dellisanti seconded by Councilman Ruso

Supervisor Dellisanti mentioned I will let everyone know that I don't know what an Auger Monster or a Muffin Monster is, but obviously this is a major piece of equipment that we need at the Wastewater Treatment Plant.

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

Supervisor Dellisanti that has been repaired by the way.

Youth, Parks and Recreation

No Report

Public Comment

Supervisor Dellisanti called Ann Marie Vadney, policy on Board members' attendance to payment.

Ann Marie Vadney began it is obvious over the years that certain Board members never show up and it's also known that you get paid a certain amount every year. Is there any policy or criteria that requires Board members to show up in order to secure their salaries?

Councilwoman VanEtten answered no.

Supervisor Dellisanti advised unfortunately no, they are elected officials, Under the General Municipal Law they do not have to show up for meetings.

Ann Marie Vadney questioned and they still get paid even if they don't show?

Supervisor Dellisanti answered unfortunately that's correct.

Ann Marie Vadney continued second, I wanted to ask about our Complaint Form for the Planning and Zoning Departments. Is that a result of people complaining actually?

Councilwoman VanEtten explained we've had some complaints that were anonymous and over the last couple of years sometimes it's come down to neighbors versus neighbors, things that the Town shouldn't be in the middle of.

Councilman Ruso agreed we've found we've been put in the middle of some neighbor complaints and they are using the Town as their proxy.

Ann Marie Vadney announced I also want to congratulate everyone who won the elections and hopefully everyone will work together for the taxpayers and thank you for your service so far.

Supervisor Dellisanti replied thank you, Ann Marie, and introduced Roger Downs on Pilgrim Pipeline.

Roger Downs introduced himself and said I'm a resident of New Baltimore. I'm part of a coalition against Pilgrim Pipeline. We sent you a letter this morning. As you may have seen in the news last week, the Thruway Authority and I believe Pilgrim Pipeline through press release announced that they had submitted a Draft Environmental Impact Statement to the Thruway Authority in August. For whatever reason the Thruway Authority sat on it for four months, but they wrote a letter to the DEC saying we believe that we are Lead Agency here, but under the guidelines of the State Environmental Quality Review Act, we have to consult with all involved agencies within 30 days to make sure this is not a contested status. We are very concerned about this project. Very quickly as an overview, this is a 20" twin pipelines, so 2 20" pipelines. One will originate in the Port of Albany,

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be filled with crude oil mostly coming from the Balkan oil fields on those trains. They will unload there; they will make a jag up to the Thruway, travel through New Baltimore along the Thruway corridor all the way down to Linden, New Jersey. There's a refinery there. Once this product is refined, potentially any number of petroleum products will then potentially get into the other pipeline that follows the same route back up north to the pipeline route. Every municipality in New Jersey along the Pipeline route has issued a resolution opposing this pipeline. There are 21 municipalities in New York that have already issued resolutions against this pipeline including the City of Newburgh, Kingston, New Paltz, and quite a few other cities. We are not asking you tonight to issue a resolution against the pipeline, but what we are asking you is to contest the Lead Agency status of the Thruway. It's a very curious way they worded in the letter. Have you received this letter?

Supervisor Dellisanti responded I got your letter.

Roger Downs continued they should have reached out to you in a letter very similar to that. That's what they drafted, the NYS DEC, but basically there are real concerns with a pipeline of this kind. We have seen over the past five years new pipelines caused catastrophic damage across the country, the Enbridge Pipeline four years ago that ruptured on the Kalamazoo River, it cost \$2 billion for the clean-up, contaminated 70 miles of River. You had that horrible accident three years ago, the Mayflower Arkansas drowned a residential neighborhood in oil and those people can't return to their homes. We saw the Yellowstone River soaked in oil after a breach. This is a pipeline that is going to boar under the Hannacroix Creek, many tributaries in Cocksackie Creek, under Catskill Creek, Kaaterskill Creek, the Esopus on down and basically we don't really get a whole lot of revenue, we get no revenue from this directly. I had a conversation with a developer in Greene County that has a piece of property that they wish to utilize, take through eminent domain, to do a certain river crossing. This developer wanted to use the property for something, had his property assessed at \$800,000. I saw the documents. He asked his Assessor, private Assessor, if I were to sign an agreement with Pilgrim Pipeline and get a certain amount of money, what would my property be worth? The Assessor said that with that oil pipeline on it, because of the liability, it's worth \$125,000. So the pipeline route through New Baltimore is almost entirely within the Thruway corridor, I'm concerned that my neighbors are adjacent to the Thruway corridor, that they will see devaluation in their property values. So what we're asking is that you write to the Thruway Authority and say we do not think you are the appropriate Lead Agency, we believe that the Department of Environmental Conservation is the appropriate agency to take this on. DEC has all the staff to look at the environmental components. This is a very unique situation. New York has never had a crude oil pipeline before. Every other major industrial transmission feature, whether it's power lines, that's the PSC. If it's gas pipelines, it's the Federal Regulatory Commission or it's PSC. Power plants, it is the Article 10 process with the PSC. We've never had an oil pipeline, so there's no permitting process. We are really in a legal no man's land and I think we need DEC to be the Lead Agency. The Thruway is the only Authority that will actually potentially gain money out of this so I think it makes them inappropriate.

Supervisor Dellisanti asked could you stick around after this meeting so I can have a conversation.

Roger Downs answered I'd love to talk, but anyway thank you very much.

Supervisor Dellisanti suggested I need your phone number too and some contact information, thank you for your time and then introduced Ellie Alfeld on resolution to appoint for openings from applications for openings for 2016.

Ellie Alfeld began I noted here on the Agenda that you are looking for volunteers or however you want to call it for all of these positions, ZBA and what have you. Do we have that many vacancies now?

Councilwoman VanEtten pointed out it says clearly in the resolution that the advertisement is only for people that are up at the end of this year or in next year, that's what's being...

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Ellie Alfeld interrupted so in other words let me understand because this Town has always looked towards volunteers for almost everything that we've done in the past that really benefitted this Town. We have members who are on all of these Boards with the exception of the clerk who gets a salary who have volunteered their time, time and time again from before Zoning came in to this Town, and they never had to worry about writing a letter in order to maintain their status whether it be the ZBA, the Planning Board, the Board of, you name it. I don't care what it is. Why is it so important to this Board that you have to send a letter stating 'Well, gee, yeah, I want to serve another year' unless of course you decide you don't want me anymore or you don't like my letter anymore.

Councilwoman VanEtten advised well that's not necessarily true because I remember when Barb was on the Board prior to us, I remember Planning Board people had to write letters and things like that also.

Town Clerk Finke responded exactly.

Councilwoman VanEtten continued so that isn't just our administration and we legally have to advertise according to our...

Ellie Alfeld interrupted you may have to advertise, but I don't think you should discourage the people that have worked so hard to get us where we are now. That's my complaint and I'd like to know what clerk's position we have an opening in because as far as I know you have two clerks, the Planning Board and the Board of Assessment, I mean the Assessor's clerk. Are we hiring a third clerk?

Supervisor Dellisanti clarified I'm looking for someone that might be my Confidential Secretary.

Ellie Alfeld said okay so it's not actually going to be a clerk's position per se, it will be filling a position that you have on the budget, have a line item for. Is that correct?

Supervisor Dellisanti answered right.

Ellie Alfeld continued because I would find it very difficult to hire a clerk that was not on the budget lines when in fact we've cut hours. I understand we are possibly cutting hours again and we've hired a person for maintenance here. If we have budget problems, I don't think we should be hiring, I think we should take care of the people we have because they've taken care of us. Thank you.

Supervisor Dellisanti stated thanks for your comments.

Town Clerk Finke pointed out but that's your money right, Nick?

Supervisor Dellisanti confirmed that's my money.

Councilwoman VanEtten agreed that's Nick's budget money.

Ellie Alfeld added I said the line item, I understand that.

Public Comment Period/Community Events

- November 26 Happy Thanksgiving
- December 2 Zoning Board of Appeals Meeting at 7:30 PM If Needed
- December 3 2 Senior Committee Christmas Party at Pegasus Restaurant at 12:00 Noon, Reservations Only by Calling Conrad Jurgens

Supervisor Dellisanti reported but I understand it's full.

Ellie Alfeld noted it is, we've never had this many. As I've stated, we're up to 60 people; I think it's fantastic and we would have more people if we had more money.

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Councilwoman VanEtten suggested you could do fundraisers and get money from businesses who have offered to donate, but you've turned it down so...

- December 10 Planning Board Meeting at 7 PM
- December 14 Town Board Regular Meeting at 7 PM
- December 16 Comprehensive Plan Committee at 7 PM
- December 24, 2015 Town Hall Offices Closing at Noon
- December 25, 2015 Happy Holiday
- December 28 Town Board Work Meeting at 7 PM

Audit of Claims

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 166-2015
NOVEMBER 23, 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 2015b-11-01 to 2015b-11-47, it is

RESOLVED that the Supervisor is hereby authorized to pay claims 2015b-11-01 to 2015b-11-47.

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

Motion by Supervisor Dellisanti seconded by Councilwoman VanEtten

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

General \$46,677.14, Highway \$57,326.18. Sewer 1 \$12,555.28, Sewer 2 \$196.47, Water 2 \$3,497.07, Water 3 \$145.25, Total \$120,397.39

Having no other business to come before the Board, Motion by Councilwoman VanEtten seconded by Councilman Ruso to adjourn the meeting at 7:45 PM.

AYES: Dellisanti, Ruso, VanEtten

NAYS:

ABSTAIN:

ABSENT: Benway, Norris

Supervisor Dellisanti concluded have a wonderful Thanksgiving everyone.

Respectfully Submitted,

Barbara M. Finke
Town Clerk