

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

**OCTOBER 8, 2018
AGENDA**

Pledge of Allegiance

Approval of Minutes

- September 24, 2018 Town Board Work Meeting
- October 1, 2018 Town Board Special Meeting

Public Comment Period

Correspondence

- New Baltimore Fire District Budget, Public Hearing to be Held on Tuesday, October 16 at 7 PM at the Firehouse
- Medway Grapeville Fire District Budget, Public Hearing to be held on Tuesday, October 16 at 7:30 PM at the Firehouse
- Cornell Cooperative Extension Columbia and Greene Counties, Greene County Draft Natural Resources Inventory Review Session, Wednesday, October 24 at 6:30 PM at Cornell Cooperative Extension, Agroforestry Resource Center, 6055 Route 23, Acra
- Breaking AIDS Ride

New Business

- Budget Workshop and Presentation of 2019 Tentative Budget and Fiscal Stress Report
- Resolution to Establish 2019 Preliminary Budget
- Resolution to Set Public Hearing for 2019 Preliminary Budget
- Resolution to Authorize Supervisor to Execute Agreement with Uniforms USA for Mats at Town Hall
- Resolution to Appoint Member to the Board of Assessment Review
- Resolution to Appoint Part-Time Highway Department Employee
- Resolution to Surplus Highway Equipment through GovDeals, Inc.

Upcoming Meetings

- October 11, 2018 Planning Board Meeting at 7 PM
- October 22, 2018 Public Hearing on 2019 Preliminary Budget at 6:30 PM
- October 22, 2018 Town Board Work Meeting at 7 PM
- October 22, 2018 Greene County Department of Human Services Public Hearing on 2019 Plan for Services at Town Hall at 7 PM
- November 7, 2018 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- November 8, 2018 Planning Board Meeting at 7 PM
- November 12, 2018 Town Board Regular Meeting at 7 PM

Public Comment Period/Community Events

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 **Draft 10/9/18**
COUNTY OF GREENE **Approved 10/31/18**
TOWN BOARD REGULAR MEETING
TOWN HALL, 3809 COUNTY ROUTE 51, HANNACROIX, NY 12087
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OPENING OF REGULAR MEETING

Supervisor Ruso opened the meeting at 7:00 PM and the Pledge of Allegiance was said. Also attending Deputy Supervisor Dellisanti, Councilmembers Briody, Downes, Irving and VanEtten, Town Clerk Finke, Emergency Management Officer VanWormer, and 2 members of the public who signed the attendance book. Absent: Deputy Highway Superintendent VanWormer and Tax Collector Jordan

ADOPTION OF MINUTES

The September 24, 2018 Town Board Regular Meeting submitted by Town Clerk Finke, Moved by Supervisor Ruso seconded by Councilmember Downes. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

The October 1, 2018 Town Board Special Meeting submitted by Town Clerk Finke, Moved by Supervisor Ruso seconded by Councilmember VanEtten. The adoption of the foregoing Motion was duly put to a vote and the vote was as follows:

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

PUBLIC COMMENT PERIOD

None

CORRESPONDENCE

New Baltimore Fire District Budget Public Hearing ‘The New Baltimore Fire Commissioners have scheduled a Public Hearing for October 16, 2018. The Public Hearing will be held at the New Baltimore Fire House, Gill Road, New Baltimore, New York beginning at 7:00 pm. The purpose of the Public Hearing is for the proposal of the 2019 budget. Directly following the Public Hearing will be a special meeting of the Fire Commissioners to decide whether or not the proposed budget will be adopted. Dated: September 27, 2018 By Order of the New Baltimore Fire Commissioners Natalie Linger Secretary’

Medway Grapeville Fire District Budget Public Hearing ‘The Medway Grapeville Fire District Board of Fire Commissioners has scheduled a Public Hearing for Tuesday, October 16, 2018 at 7:30 pm. The hearing will be held at the Firehouse, located at 1352 CR 51, Hannacroix, NY 12087. The purpose of the Public Hearing is for the proposed 2019 Budget. Dated: September 26, 2018 By Order of the Board of Fire Commissioners. Elizabeth A. Caputo Acting Secretary’

Cornell Cooperative Extension Columbia and Greene Counties ‘An Exciting project is underway in Greene County to create the first-ever natural resources inventory. This inventory will be a reference for landowners, municipal agencies, and land managers throughout the county, presenting clear, easy-to-read information about land, water, wildlife, and other resources, as well as guidance on conserving these natural assets in the future.’ Greene County Draft Natural Resources Inventory Review Session, Wednesday, October 24 at 6:30 PM at Cornell Cooperative Extension, Agroforestry Resource Center, 6055 Route 23, Acra’

Breaking AIDS Ride ‘Thank you for supporting BRAKING AIDS® Ride as we rode through your jurisdiction over the weekend of September 14th to 16th, 2018. This year over 80 riders, supported by 60 volunteer crew, rode their bicycles more than 300 miles from Cooperstown, NY to New York City to raise funds for Housing Works, a leading organization in the dual crisis of HIV/AIDS and homelessness. With your support, a committed band of riders and crew accomplished something remarkable.’

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NEW BUSINESS

Supervisor Ruso: We have our Budget Workshop Presentation for today. We have passed out our Tentative Budget for 2019 at the previous meeting for everyone to review and for any questions to come forth from any of the Board members or others who are so interested, but mostly to the Board Members. Are there any suggestions, comments, or questions about any of the items and line items identified on the document? I know I did receive a couple calls from yourselves and we resolved those questions. This is the Tentative Budget, the second budget that we put out will be the Preliminary Budget which will provide another opportunity for review, Public Hearing, and then we'll have the final budget. So, I'm going to make the Motion since there's no suggestions, that the Tentative Budget is as presented, I want to make a Motion that it's accepted by the Board seconded by Councilmember Downes. Any discussion?
AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Supervisor Ruso: I think I want to point out a few things for the budget. This year's budget does represent a very slight, but it's still a tax cut nevertheless, for the residents of the Town of New Baltimore and contrary to a lot of other jurisdictions around and about us, our tax rate has gone down. At the same time we have endured a few other things that one could be surprised by. We have managed to put in for all our hourly staff a 2% wage increase for 2019. That's what's proposed; it's in this budget. There are other factors that are of concern. The health insurance costs this year has risen by 13%; 13% is a hefty figure. There have been along the way in the past few years we have found some efficiencies along the way that have helped keep our tax rate down and we continue that same practice and pattern for 2019 and we've been able to maintain a relatively flat if not a slight decrease every year since 2014. Those are pretty much the highlights. I do think I need to point out some other factors here such as the salaries of our elected officials which I'll identify right now. For the Town Board personnel, yourselves, the four people sitting beside me, your annual salary has no change. It stays at \$4,100. Same as with myself, the Supervisor, my annual salary is at \$7,925. Our Court Justices, both of them, their salaries for 2018 will remain flat at \$10,610. Tax Collector will be at \$6,500, the Clerk will be at \$3,800 and I have one more and that's the Highway Superintendent.

Deputy Supervisor Dellisanti: Read that over again, the Clerk.

Supervisor Ruso: \$30,800. I had the Superintendent of Highways in here \$53,530 for 2019. So, that concludes our announcement of our elected officials and their annual salaries planned for 2019. Part of this conversation I want to go into is our Fiscal Stress report. Fiscal Stress Report figures were finalized at the end of September. They come out every year about the same time and they're put out by the Comptroller's Office. We have found continued improvement in our Fiscal Stress scores. Just to point out four long years ago we were at a 10. Best score is a 0 and we had 10. However, each year we've managed to bring it down some and last year we achieved a 3.3 on our Fiscal Stress scores and there's only one spot lower than that and that is a 0. And contrast to some of the other nearby communities who find they have scores in the 40's, 30's. We find ours is 3.3. So the Fiscal Stress scores from New Baltimore are excellent. The reasons why that are multiple. One of them has to do with our very low amount of debt, also the fact that we've managed to have a budget surplus year after year in contrast to a lot of other places that are running a deficit. Those are probably the two major factors as to why our stress figures have gone down. There are some things on the horizon that are of concern and some of them we can't do anything about. One of them has to do with some decreases in our population which seem to be on the horizon and arewide the age of our population is also a factor which we don't have anything to say; the Board certainly doesn't. So, our Stress Report is good news, we are holding steady at 3.3 for the second year in a row.

Deputy Supervisor Dellisanti: I just want to make a comment on your Tentative Budget for a second. Just so everyone knows, this is the fifth year in a row that the Town Board has presented a budget decrease for the residents of New Baltimore and I compliment you all on that.

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Supervisor Ruso: I actually need to compliment two people who’ve been very helpful in helping me to get this budget prepared. Specifically new to our group is Kelly who’s expertise is well-appreciated, particularly your computer expertise I must say and the other expertise who is a hand at this, he knows his way around it and that is our Deputy Supervisor Nick Dellisanti who’s background and knowledge in this is so helpful. It would have been much more laborious and heavier tasks without his help. So, thank you both by the way every much. This budget that we’ve accepted, this Tentative Budget, is now going to have all the figures moved over to the box that says Preliminary Budget if you can see that on your document. So, these figures are going to be moved over and this will be your Preliminary Budget. So we’re going to have a resolution to set a hearing for our Preliminary Budget and I would like to have that two weeks from tonight on October 22.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE
RESOLUTION 154-2018
OCTOBER 8, 2018

RESOLUTION TO ESTABLISH 2019 PRELIMINARY BUDGET

RESOLVED, that the Town of New Baltimore hereby establishes the 2019 Preliminary Budget with the following changes from the 2019 Tentative Budget:

	2019 TENTATIVE	2019 PRELIMINARY
Medway Grapeville Fire District	\$ 0	\$193,360.00

Motion by Supervisor Ruso seconded by Councilmember Downes

Supervisor Ruso: Since the establishment of the original Tentative Budget, Medway Grapeville has submitted their figures to us and that’s what you see before us so that has to be added to the Preliminary.

AYES: Ruso, Briody, Downes, Irving, VanEtten
NAYS:
ABSTAIN:
ABSENT:
Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE
RESOLUTION 155-2018
OCTOBER 8, 2018

**RESOLUTION TO SET PUBLIC HEARING FOR
2019 PRELIMINARY BUDGET**

WHEREAS the Town Board has established the 2019 Preliminary Budget and the Town Law of the State of New York requires that a Public Hearing be held regarding the Preliminary Budget.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of New Baltimore hold a Public Hearing on October 22, 2018 at 6:30 PM at the Town Hall, 3809 County Route 51, Hannacroix, NY 12087 to hear those members of the public who wish to be heard regarding the 2019 Preliminary Budget.

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TOWN OF NEW BALTIMORE
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Town Board of the Town of New Baltimore will hold a Public Hearing on Monday, October 22, 2018 at 6:30 PM at Town Hall, 3809 County Route 51, Hannacroix, New York to hear those members of the public who wish to be heard regarding the 2019 Preliminary Budget. The Work Meeting will be held at 7 PM.

A copy of the proposed budget is available for public inspection in the Town Clerk's Office of the Town of New Baltimore, 3809 County Route 51, Hannacroix, NY 12087.

Proposed salary figures of elected officials are as follows:

Town Council (4)	\$ 4,100
Town Justices (2)	10,610
Town Supervisor	7,925
Tax Collector	6,500
Town Clerk	30,800
Superintendent of Highways	53,530

By Order of the Town Board

Barbara M. Finke
Town Clerk

Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 156-2018
OCTOBER 8, 2018

**RESOLUTION TO AUTHORIZE SUPERVISOR TO EXECUTE AGREEMENT WITH
UNIFORMS USA FOR MATS AT TOWN HALL**

WHEREAS the current service agreement expired on October 5, 2018 and, pursuant to the Town of New Baltimore Procurement Policy, two quotes were procured for mats at Town Hall.

RESOLVED the Supervisor is authorized to sign the agreement with Uniforms USA for a biweekly cost of \$48.50 for five years.

Motion by Supervisor Ruso seconded by Councilmember Irving

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Supervisor Ruso: How much does that save us again, Barb?

Town Clerk Finke: The last one was \$103, it's about half.

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TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 157-2018
OCTOBER 8, 2018

RESOLUTION TO APPOINT MEMBER TO THE
BOARD OF ASSESSMENT REVIEW

RESOLVED that Ellsbeth Finke is appointed to the Board of Assessment Review until September 30, 2023.

IT IS RESOLVED that the Assessor's Clerk will contact said member within seven days of appointment and advise of the Oath of Office filing with the Town Clerk before November 7, 2018.

BE IT FURTHER RESOLVED that the Assessor's Clerk will contact all members of the Board of Assessment Review to advise of the dates and times of training and all Grievance Board meetings at least 30 days before said date.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 158-2018
OCTOBER 8, 2018

RESOLUTION TO APPOINT PART-TIME HIGHWAY DEPARTMENT EMPLOYEE

WHEREAS Town Board Resolution 114-2018 authorized an advertisement for part time positions in the Highway Department to be placed in The Daily Mail for one week and the Deputy Highway Superintendent received one application.

RESOLVED that Herbert Woodbeck is appointed as a Part-Time Heavy Motor Equipment Operator at a salary of \$17.60 per hour for a probationary period of six months.

Emergency Management Officer VanWormer: As a part-time employee, is there a certain number of hours that he is allowed to work?

Supervisor Ruso: No, they're variable.

Emergency Management Officer VanWormer: The reason I'm asking is he's going to be working for Knute pretty much all winter so depending on the weather he may work every day for a week and there's weeks where he may not work at all. Is there a certain amount of hours he is allowed to work for a week?

Supervisor Ruso: We have a budgeted number of hours if that's what you mean. However, in the circumstance where an employee is on medical leave, this person could fill in and work as many hours as are necessary to fill in.

Emergency Management Officer VanWormer: So there's not an issue with overtime and not overtime or full time and not over so many hours, we have to pay him overtime.

Supervisor Ruso: It shouldn't be. If you think about the absence of the other employee someone has to fill in. Someone has to plow the roads so that should not be of consequence. Were all things the same and everybody's on duty, the hours are limited, yes.

Motion by Supervisor Ruso seconded by Councilmember Briody

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Councilmember Downes: So he's just in for Knute, is that what's going on?

Emergency Management Officer VanWormer: Right now, yes, but once Knute hopefully the winter won't be here much longer when Knute comes back. But then once Knute comes back, we will have another truck and driver.

Councilmember Downes: So he's basically going to be just for snowplowing.

Emergency Management Officer VanWormer: Yes.

Councilmember Downes: That what I was wondering.

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Supervisor Ruso: If you could, Alan, make sure he gets in to Town Hall and does his Oath of Office.

Emergency Management Officer VanWormer: He's also got to do his pre-employment drug screen. See if we can get him in probably tomorrow.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 159-2018

OCTOBER 8, 2018

**RESOLUTION TO SURPLUS HIGHWAY EQUIPMENT
THROUGH GOVDEALS, INC.**

WHEREAS the Highway Department had determined there is no longer a need for a Husqvarna Model 250ps back pack saw, 1971 Goods road 10' aggregate spreader, Hydraulic Sweepster broom model LH, 1998 Samsung SE130w-3 wheeled excavator with 60" ditching bucket with a powertilt swing attachment and a 36" bucket and would like to surplus said equipment.

RESOLVED the Town Board of the Town of New Baltimore approves the surplus of said equipment through GovDeals, Inc. auction services as approved by Resolution 139-2016.

Motion by Supervisor Ruso seconded by Councilmember VanEtten

Councilmember Downes: Is there any reason we don't go through the State auction? Can we not get in to that?

Emergency Management Officer VanWormer: The Thruway doesn't do their auctions anymore.

Councilmember Downes: No, they don't. They go through the State so it's one big auction to the State so I just didn't know.

Emergency Management Officer VanWormer: I know a lot of them around here use Auctions International, Town of Greenville, Town of Coxsackie. They're basically the same thing.

Deputy Supervisor Dellisanti: We've used this company before.

Councilmember VanEtten: And we've had good luck with them.

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AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Upcoming Meetings

- October 11, 2018 Planning Board Meeting at 7 PM
- October 22, 2018 Public Hearing on 2019 Preliminary Budget at 6:30 PM
- October 22, 2018 Town Board Work Meeting at 7 PM
- October 22, 2018 Greene County Department of Human Services Public Hearing on 2019 Plan for Services at Town Hall at 7 PM
- November 7, 2018 Zoning Board of Appeals Meeting at 7:30 PM (If Needed)
- November 8, 2018 Planning Board Meeting at 7 PM
- November 12, 2018 Town Board Regular Meeting at 7 PM

Public Comment Period/Community Events

None

Audit of Claims

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 160-2018

OCTOBER 8, 2018

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 2018-10-01 to 2018-10-38, it is

REVOLVED that the Supervisor is hereby authorized to pay claims 2018-10-01 to 2018-10-38,

BE IT FURTHER RESOLVED that the Town Clerk will prepare an abstract and hold it for public review until November 30, 2018.

Motion by Supervisor Ruso seconded by Councilmember Downes

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

General \$3,707.48, Highway \$213,815.10, Sewer 1 \$14,236.06, Sewer 2 \$31.91, Lighting 1 \$1,808.94, Lighting 2 \$184.25, Total \$233,783.74

Supervisor Ruso: Before we go to adjournment, I just wanted to point out a couple things. Presented before you tonight is a new policy on Sexual Harassment. The new Sexual Harassment Prevention Policy and training requirements are relatively new. Legislation was adopted within the State Budget and approved in April which imposes new requirements on Towns and Town employees with respect to sexual harassment prevention. The new policy we have before you for review addresses those changes. So please review this between now and our next meeting. We will vote upon accepting this policy at the next Board Meeting on October 22. Once we have that, then we'll introduce it to all the town employees and have them appropriately in-serviced. Aside from that, there is another conversation we're going to have on the 22nd. Whitney Pangburn from Marshall & Sterling will be here and going to present to us our employee health care package for 2019. The one that affects the Town employees, it begins on December 1 of 2018. So she's also going to be here on the 22nd.

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Emergency Management Officer VanWormer: Tuesday, the 16th will be the Workplace Violence Training here at 9:30. Joe Cook from the Department of Labor will be coming down to do it. They will do it for us the first time. After that they give us the guidelines and we do it ourselves after that. The Sexual Harassment part, Pat Linger is supposed to get me the contact information for the lady in the County that does it for the County. I don't think the Department of Labor will not do Sexual Harassment because it doesn't fall within their jurisdiction so they don't do the training.

Supervisor Ruso: We'll take what we can get.

Councilmember VanEtten: So all the Boards have to do it. So what about the people that work full time?

Emergency Management Officer VanWormer: I can probably get him back here. After Tuesday, I'll be able to do it myself so I can do it myself.

Councilmember Downes: Can I give you certificate?

Emergency Management Officer VanWormer: Sure.

Supervisor Ruso: You already have it?

Councilmember Downes: I have to do it every year. I'll just get a certificate. Anything else you need, Workplace Violence?

Emergency Management Officer VanWormer: You have to have Sexual Harassment and Joe Cook is also going to teach Right to Know.

Councilmember Downes: So I'll just run all my certificates and just give them to you, that works?

Town Clerk Finke: I will put into your file.

Supervisor Ruso: Any other conversations or any other actions to come before the Board?

On a Motion by Councilmember Briody seconded by Councilmember VanEtten, the meeting was adjourned at 7:29 PM.

AYES: Ruso, Briody, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes (Work)

Motion Carried

Supervisor Ruso: Thank you everybody; good night.

Respectfully Submitted,

Barbara M. Finke RMC
Town Clerk