

PUBLIC HEARING ON 2019 PRELIMINARY BUDGET AT 6:30 PM

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

**OCTOBER 22, 2018
AGENDA**

Pledge of Allegiance

Greene County Department of Human Services Public Hearing on 2019 Plan for Services

Presentation by Whitney Pangburn from Marshall & Sterling Regarding Employee Health Insurance

Reports

Supervisor

County Legislator

Town Clerk

- Approval of October 8, 2018 Town Board Regular Meeting Minutes

Tax Collector

Historian

Agriculture (Chair R. VanEtten/Member Irving)

Ag Fest Liaison (Member Irving)

Animal Control (Chair Irving/Member Ruso)

Assessment (Chair VanEtten/Member Ruso)

Audit and Budget (Chair Ruso/Member Downes)

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

- Resolution to Authorize Supervisor to Enter into An Agreement with _____ for a Five Year Lease for Photocopying Equipment at Town Hall

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

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

- Resolution Authorizing Supervisor to Execute Agreement with Ravena Rescue Squad for Ambulance Services Provided to New Baltimore District No. 1

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

Greene County EMS (Representative Dellisanti/Deputy Ruso)

Greene County Planning Board (Member Irving)

Highway (Chair Ruso/Member Briody)

Insurance (Chair Ruso/Member Downes)

- Resolution to Approve Employee Health Insurance Plan, Medicare Advantage Plan, Dental and Vision Programs for 2019

Personnel (Chair Ruso/Member VanEtten)

- Motion to Accept Resignation of Deputy Justice Clerk and Deputy Tax Collector
- Resolution to Adopt Sexual Harassment Policy and Complaint Form

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

Seniors (Chair VanEtten/Member Ruso)

Technology/Website (Chair Briody/Member Downes)

Town Courts Liaison (Chair VanEtten/Member Briody)

- Resolution to Place Advertisement for Part-Time Justice Court Clerk

Veterans and Memorials (Chair VanEtten/Member Irving)

Wastewater Treatment (Chair Irving/Member Briody)

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

Public Comment Period/Community Events

- November 7, 2018 Zoning Board of Appeals (If Needed) at 7:30 PM
- November 8, 2018 Planning Board Meeting at 7 PM
- November 12, 2018 Town Board Regular Meeting at 7 PM
- November 24, 2018 Friends of New Baltimore Committee at Yanni's at 5:30 PM
- November 26, 2018 Town Board Work Meeting at 7 PM

Audit of Claims

Adjournment

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

GUIDELINES FOR PUBLIC CONDUCT DURING TOWN BOARD MEETINGS

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

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

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 161-2018
OCTOBER 22, 2018**

**RESOLUTION TO AUTHORIZE SUPERVISOR TO ENTER INTO AN
AGREEMENT WITH FOR A FIVE YEAR LEASE FOR
PHOTOCOPYING EQUIPMENT AT TOWN HALL**

WHEREAS the current lease with Eastern Managed Print Network will expire in June 2019 and a replacement copier and lease is necessary for the continued operation of Town business.

WHEREAS the Procurement Policy adopted by the Town Board on January 1, 2018 requires two quotes for equipment and were secured.

RESOLVED that the Supervisor is authorized to enter into an Agreement with , the lowest responsible bidder, for a five-year lease of equipment.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 162-2018

OCTOBER 22, 2018

**RESOLUTION AUTHORIZING SUPERVISOR TO EXECUTE
AGREEMENT WITH RAVENA RESCUE SQUAD FOR AMBULANCE
SERVICES PROVIDED TO NEW BALTIMORE DISTRICT NO. 1**

RESOLVED the Town Board does hereby authorize the Supervisor to Execute an agreement with Ravena Rescue Squad for the period January 1, 2018-December 31, 2018 for basic ambulance service provided to New Baltimore Ambulance District No. 1 at a total cost of \$24,900.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 163-2018

OCTOBER 22, 2018

**RESOLUTION TO APPROVE EMPLOYEE HEALTH INSURANCE PLAN,
MEDICARE ADVANTAGE PLAN, DENTAL AND VISION
PROGRAMS FOR 2018**

WHEREAS due to the continued changes in offerings of health insurance for the employees and affected town retirees and associated costs of these offerings;

WHEREAS the healthcare costs are more stable with that Gold-level plan with low deductibles, low co-pays and a much lower HRA potential cost;

WHEREAS the contract with MVP Liberty HDHP Gold 2 will be offered to full time town employees effective December 1, 2018 with a monthly premium based on current usage of \$11,043.00;

WHEREAS the contract with MVP Liberty HDHP Gold 2 will be offered to retirees and/or their spouses who are below age 65 without the associated HRA with a monthly premium of \$629.23 per person;

WHEREAS the Match-back option for the Medicare Advantage plan for retirees age 65 and above will be CDPHP PPO at a rate of \$326.10 effective January 1, 2019 for a total estimated monthly cost of \$3,261.00;

WHEREAS the Met Life dental is renewed as a monthly premium of \$693.89 for a total estimated monthly cost of \$8,326.68 effective January 1, 2019 based on current enrollment;

WHEREAS Empire Vision is renewed as of December 1, 2019 at a monthly premium of \$13.60/\$19.38 at an estimated monthly charge of \$146.54 based on current enrollment;

THEREFORE, BE IT RESOLVED that the Town Board authorizes the Supervisor to sign the agreements for insurance coverages for eligible Town employees and retirees.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 164-2018
OCTOBER 22, 2018**

**RESOLUTION TO ADOPT SEXUAL HARASSMENT POLICY AND
COMPLAINT FORM**

RESOLVED that the Town Board of the Town of New Baltimore hereby adopts the revised Sexual Harassment Policy and Complaint Form.

BE IT FURTHER RESOLVED that the Town of New Baltimore Sexual Harassment Policy and Complaint Form shall be posted at Town Hall, Town Highway Garage, and the New Baltimore Wastewater Treatment Plant.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 165-2018

OCTOBER 22, 2018

**RESOLUTION TO PLACE ADVERTISEMENT FOR PART-TIME
JUSTICE COURT CLERK**

WHEREAS an opening exists for a part-time Justice Court Clerk and the Town Board approves advertisement for that position.

RESOLVED the wording for the advertisement has been approved by the Attorney for the Town and following approval from the Town Board, the advertisement will be submitted to the Town Clerk for publication in The Daily Mail for one week.

The Town of New Baltimore is seeking a part time court clerk for 20 hours a week. A court clerk is responsible for maintaining records of a court and to assist the judges with their administrative functions. Specific duties entail: Preparing dockets/calendars of cases to be called and utilizing a variety of computer software and case management systems. Recording payment of court fines and fees. Will be required to answer inquiries from the general public regarding judicial procedures, court appearances, trial dates, adjournments, and other court related matters. Prepare and issue orders of the court, including probation orders, protective orders, release documentation, sentencing information, and summonses as well as prepare documents regarding the outcome of court proceedings. Responsibilities will include: searching files and contacting witnesses, attorneys, and litigants, in order to obtain information for the court.

Must be able to work independently, as well as have strong communications and interpersonal skills. Legal or prior court clerk experience preferred.

Interested applicants may obtain an application from the New Baltimore Town Hall. Submit application along with resume by November 9 to New Baltimore Town Court, P.O. Box 67 Hannacroix, New York 12087. Attn: Dawn Palmateer

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

**RESOLUTION 166-2018
OCTOBER 22, 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 2018b-10-01 to 2018b-10-, it is

REVOLVED that the Supervisor is hereby authorized to pay claims 2018b-10-01 to 2018b-10-.

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