

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

**DECEMBER 6, 2018
AGENDA**

Pledge of Allegiance

Reports

Supervisor

- Resolution to Cancel Emergency Management Officer Cell Phone

Town Clerk

Tax Collector

- Resolution to Appoint Tax Collector Clerk

Assessment (Chair VanEtten/Member Ruso)

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

Highway (Chair Ruso/Member Briody)

- Resolution to Adjust Salary for Highway Department Employee

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

Town Courts Liaison (Chair VanEtten/Member Briody)

- Resolution to Appoint Full Time Justice Clerk
- Discussion of Justice Court Grant

Public Comment Period/Community Events

- December 10, 2018 Town Board Regular Meeting at 7 PM
- December 13, 2018 Planning Board Meeting at 7 PM
- December 26, 2018 Town Board Work Meeting at 7 PM

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 12/7/18**
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OPENING OF SPECIAL MEETING

‘Notice is hereby given that the Town of New Baltimore will hold a special Meeting on Thursday December 6, 2018 at 7:00 PM at Town Hall, 3809 CR 51 Hannacroix, NY 12087 to address the adjustment of the Court Grant and to conduct and other business that comes before the Board. By the Order of the Town Board Barbara M. Finke Town Clerk’

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, Tax Collector Jordan, and 2 members of the public who signed the attendance book.

Supervisor Jeff Ruso

The monthly financial reports for October have been forwarded to all Board members. Has everyone has had a chance to review them? I would like to make a Motion to accept the October financial reports, seconded by Councilmember VanEtten

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 177-2018

DECEMBER 6, 2018

**RESOLUTION TO CANCEL EMERGENCY MANAGEMENT
OFFICER CELL PHONE**

RESOLVED the Verizon cell phone issued to the Emergency Management Officer is no longer needed and will be cancelled effective immediately.

Motion by Supervisor Ruso seconded by Councilmember Downes

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Town Clerk Barb Finke

1 Site Plan Review \$300, 1 Special Use Commercial \$200, 8 Building Permits \$658.70, 3 CO Searches \$45, 9 Hunting/Fishing Licenses \$24.20, 1 Exempt Dog, 34 Dog Licenses \$222, 1 Replacement Tag \$2, 10 Late Dog Licenses \$50, 3 Marriage Licenses \$52.50, 1 Beer Permit \$20, 1 Demolition Permit \$75, 1 Excavation Fees Culvert Under Driveway \$35, 1 Park Rental \$25, 2 Minor Subdivisions \$60, 31 Certified Copies \$310, 36 Photocopies \$9, State, County & Local Revenues \$2,584.70, to New York State Agriculture and Markets for Spay/Neuter Program \$40, to New York State Department of Health for Marriages \$67.50, to New York State Department of Environmental Conservation \$388.80, Total to Supervisor \$2,088.40 Two FOILs were received in October, the information has been compiled, the requestor was contacted, and we are awaiting his inspection of the records. We have received our first supply of 25 EZ-Pass tags from the New York State Thruway Authority. They are \$25 for purchase and with tollbooths expected to be removed in 2020, we have announced their availability on the website, on our Facebook page, and our entry door.

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Tax Collector Diane Jordan

Property/County Tax-Anyone still owing property/county taxes will now be required to call Greene County for amounts owed and information on how to pay the tax bill. Please call Greene County at (518)-719-3530. Sewer District #1 Sewer #1 payments are no longer collected as of October 31, The new 2019 billing will be out in January. Water District #2 Payments will no longer be accepted as of the 16, of December. January billing will go out and payments will be due by February 15, 2019. Wishing everyone a Merry Christmas and a great New Year. Anyone with questions please call me a (518) 756-6671 x2 and I will be happy to help you any time.

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 178-2018
DECEMBER 6, 2018

RESOLUTION TO APPOINT TAX COLLECTOR CLERK

WHEREAS a vacancy exists in the Tax Collector's office and the Town has advertised the position of Part Time Tax Collector Clerk, and

NOW, THEREFORE, BE IT RESOLVED, that Hillary Schrauf is hereby appointed to the position of Part Time Tax Collector Clerk at an hourly wage of \$12.00.

Motion by Supervisor Ruso seconded by Councilmember Downes

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Tax Collector Jordan: Thank you very much for acting on this very fast and I can get her set up for training. I wasn't looking forward to stuffing over 2000 bills by myself.

Assessment

V-4 FILE AND TOTALS – JANUARY TAX BILLS October 24th, a copy of our file and totals was sent to Real Property Tax Services for the levy process for the January Town/County tax bills. Any address/deeds, etc. will now be sent to the collectors for manual updating for the mailing of the tax bills, (in which we also include Building Department, and Ravena Water District) **AGRICULTURAL EXEMPTIONS** The agricultural exemptions have been mailed out, also have requested updated information i.e., income, leases, soil groups/maps if not located in the file. **GREENVILLE SCHOOL – ALTERNATIVE VETERANS EXEMPTION** The Greenville School district has opted into the Alternative Veterans Exemption, therefore created a new library for the exemption for the 2019 assessment roll **SENIOR CITIZEN & DISABILITY WITH LIMITED INCOMES** The County Directors reached out to the Assessors in regards to the annual review of income limits and plan to conduct a survey with nearby regions. The County is looking for a 1,000 increase on the sliding scale levels which currently reflect \$27,500 (50%) to \$35,899.99 (5%). In the next few months the Town Board will need to address the Town's sliding scale levels **JANUARY TOWN/COUNTY TAX BILLS** The final 2018 data files and totals will be sent to the County on or before the files directly to TelAscent for processing of the January 1st, 2019 tax bills

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Buildings & Grounds/Recycling Operator Kirk Trombley

60 Gallon Bags of Plastic (No Hard Plastics) 15, 30 Bundles of Magazines and Phone Books, 86 Bags and Bundles of Newspaper, 43 Boxes and Bundles of Cardboard, 1 Microwave Oven and 1 Large Refrigerator

Highway

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 179-2018
DECEMBER 6, 2018

**RESOLUTION TO ADJUST SALARY FOR
HIGHWAY DEPARTMENT EMPLOYEE**

RESOLVED that Herbert Woodbeck has been appointed as a Heavy Motor Equipment Operator by Resolution 172-2018 on November 26, 2018 at an adjusted salary of \$17.60 per hour and upon satisfactory six month probationary period the salary will increase to \$18.25.

Motion by Supervisor Ruso seconded by Councilmember Downes

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Planning Board Chair Rob VanEtten

The Planning Board met on November 8, 2018, with the following business transacted: Public Hearing was held on the Minor Subdivision application submitted by Sara Nolan Young and Ethan Nolan for the two-lot subdivision of property owned on Aquetuck Road. In the Regular Monthly Meeting that followed: ...The Young/Nolan Minor Subdivision was approved. ...As follow-up to the October Maxwell Horowitz Public Hearing, with the submission of the required deeds to complete the Altered Lot Line Application and maps containing additional parcel right-of-way information, the Board approved both the Altered Lot Line and Minor Subdivision Applications for the Maxwell Horowitz property located e/s Route 9W, north of Route 144.

Zoning Board of Appeals Chair Pat Linger

The Zoning Board of Appeals did not meet on November 7, 2018, since there were no applications to come before the Board.

Town Court

TOWN OF NEW BALTIMORE, COUNTY OF GREENE

RESOLUTION 180-2018
DECEMBER 6, 2018

RESOLUTION TO APPOINT FULL TIME JUSTICE CLERK

WHEREAS a vacancy exists in the Justice Court and the Town has advertised the position of Full Time Justice Clerk, and

NOW, THEREFORE, BE IT RESOLVED, that Kimberly Ruby is hereby appointed to the position of Full Time Justice Clerk at an hourly wage of \$16.00 per hour and upon satisfactory six month probationary period the salary will increase to \$16.50.

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Motion by Supervisor Ruso seconded by Councilmember VanEtten

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT:

Motion Carried

Discussion of Court Grant

Supervisor Ruso: We had set forth this meeting particularly to address some of the issues that are related to the Justice Court Grant. I think that there are just as many questions at this timeframe that we had the last time that we sat before us. I think we have just as many questions now as we had on our last assembly. I know that Shelly has been particularly active in trying to gain information with the Justices. Is there anything to add to this conversation and do you think we can move forward with the resolution to consider or accept their Court Grant application?

Councilmember VanEtten: Well, first of all I asked him for a letter saying why they picked the most expensive carpet company and also why they picked the cameras. We do not have an Enviro Cams quote. We only have one for CIA. I need the Enviro Cams quote for the cameras. The second thing is this letter can't be, it's got too much stuff in it to be added to that. That needs to be redone. And on this carpet, it says here under the second quote that this is not a valid estimate if it's not signed by the manager and it is not. So those things need to be corrected moving forward. I don't see how we can put this through. And by the way the one for the, the big one for records management, it has to go out to bid and that was never done.

Supervisor Ruso: I'll tell you from my perspective from what you're saying, I don't think there's any -- unless anyone on the Board wants to weigh in differently -- I'm not sure how we can go forward with consideration with their grant application and payments until we have that information.

Councilmember VanEtten: Right, it needs to be done correctly.

Supervisor Ruso: Is that the feeling of the rest of yourselves?

Councilmember Downes: I don't understand what happened to the grant money and the records management from last year? Didn't they receive extra money on a grant for records management?

Supervisor Ruso: That was earlier this year. The money is in Town. They submitted a check to us, we have deposited that check awaiting disbursement and we're looking at approval of disbursement of those funds assuming they follow the Town Procurement Policy.

Councilmember Downes: So this is not a new grant.

Supervisor Ruso: Goods and services. This is not new stuff. This is the same details significantly as what was discussed a number of months ago. But now it's time to get the work done and to make payment for the work. However, we need greater detail before we can proceed.

Councilmember VanEtten: It needs to be done correctly.

Supervisor Ruso: That's what my observations are and again that's for consideration by all of us here. It's not just my opinion that counts. It's a Town Board...

Councilmember VanEtten: I would like to meet with Justice Meacham. We were supposed to meet last Saturday and he couldn't make it. He forgot an obligation he had. But I think that would be the best thing to do is to sit down and go over it because I keep calling and calling and it's just the back and forth isn't working.

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Supervisor Ruso: I don't know if having this accomplished, we have another meeting on Monday night. I think that that still puts us rather pressed for time to accomplish this by Monday night, but on the other hand I would encourage a meeting anytime.

Councilmember VanEtten: Well, actually it's not that much. I mean all he really has to do is redo this letter, call this company and get the quote so that it's apples to apples and correct and make sure a manager signs it. It's really not that much that needs to be corrected. Of course going out for...

Supervisor Ruso: I acknowledge that. I'm just concerned that what's taken months to accomplish would be accomplished in just a number of days. I just don't see how that's possible. However, I would say I would be optimistically looking forward

Councilmember Downes: Skeptical.

Supervisor Ruso: We would like to get this accomplished.

Councilmember VanEtten: Right.

Supervisor Ruso: I'm sure the whole Board would, but I don't think that that will happen by Monday night.

Councilmember VanEtten: Let's see. We'll give it a shot.

Supervisor Ruso: Any other thoughts on this?

Councilmember Downes: When does these grant funds need to be spent by? Do we have a deadline?

Councilmember VanEtten: From what I thought when I read through all of this, he send me an actual contract, I would have printed it out had it not been a lot of pages, but it looked like February 2019.

Councilmember Downes: So we have to have all the work done and submitted by February.

Supervisor Ruso: The work itself doesn't look that onerous that it can't be accomplished in a relatively short time, you know installation of carpet and so forth.

Councilmember Downes: Right. I just wanted to get an idea of when the money had to be spent by so we didn't lose it.

Supervisor Ruso: So we're going to table that resolution for consideration until we get more information so thank you Councilwoman VanEtten.

Public Comment Period

None

Community Events

- December 10, 2018 Town Board Regular Meeting at 7 PM
- December 13, 2018 Planning Board Meeting at 7 PM
- December 26, 2018 Town Board Work Meeting at 7 PM

Supervisor Ruso: I think at this point I would entertain one more Motion.

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On a motion by Councilmember Briody seconded by Councilmember Downes, the meeting was adjourned at 7:17 PM.

AYES: Ruso, Briody, Downes, Irving, VanEtten

NAYS:

ABSTAIN:

ABSENT: Downes

Motion Carried

Supervisor Ruso: Thank you everybody.

Respectfully Submitted,

Barbara M. Finke RMC
Town Clerk